



**Agenda**  
**Town of Blue River**  
**Regular Meeting of the Board of Trustees**  
**November 30, 2021**

**5:00 p.m.**

**The Board of Trustees will meet in person. The public is invited to attend via the Zoom link below.**

Register in advance for this meeting:

<https://us06web.zoom.us/join/zoom-join-link>  
After registering, you will receive a confirmation email containing information about joining the meeting..

**5:00 p.m. WORK SESSION**

- Discussion of short-term rental data and future strategies.

**6:00 p.m. REGULAR MEETING OF THE BOARD OF TRUSTEES**

- I. CALL TO ORDER, ROLL CALL**
- II. APPROVAL OF CONSENT AGENDA**

- Minutes, October 19, 2021
- Approval of Bills

**III. COMMUNICATIONS TO TRUSTEES**

- Citizen Comments (Non-Agenda Items Only- **3-minute limit please**). Any written communications are included in the packet.

**IV. NEW BUSINESS**

- Public Hearings and Consideration for Adoption
  - Ordinance 2021-10 Amending the Town's Previously Adopted Summit County Animal Control and Licensing Regulations of 2008 and Amending Section 7-6-30 of the Blue River Municipal Code
  - Ordinance 2021-11 An Ordinance Adopting by Reference the National Electrical Code, 2020 Edition, Amending Sections 18-3-10 and 18-3-20, and Adopting a New Section 18-3-30 of the Blue River Municipal Code Regarding Penalties for Violations of the Adopted National Electrical Code
- 2022 Budget
  - Resolution 2021-14 Resolution to Adopt the Budget
  - Resolution 2021-15 Resolution to Appropriate Sums of Money
  - Resolution 2021-16 Resolution to Set Mill Levies
  - Resolution 2021-17 Resolution Designating Any Unspent Revenues Available on December 31, 2021, As Non-Emergency Reserve Increases

- Ratify Planning and Zoning Commission Resolution 2021-PZ-01 Blue River Comprehensive Plan 2021-2026
- Committee Guidelines
- Resolution 2021-18 Intergovernmental Agreement for Multi-jurisdictional Emergency Response Team
- Residential Dumping Issues

#### **V. REPORTS**

- Mayor
- Trustees
  - Citizen Advisory Committee-Trustee Finley
  - Open Space & Trails Committee-Trustee Dixon
  - Planning & Zoning-Trustee Robertson
  - Transit Authority-Trustee Pilling
  - Wildfire Council-Trustee Dixon
  - CDOT-Trustee Fossett
  - Other Trustee Reports
- Attorney's Report

#### **VI. OTHER BUSINESS**

Executive session pursuant to CRS Section 24-6-402(4)(e) to develop strategy and instruct negotiators related to an existing purchase contract and CRS Section 24-6-402(4)(f) for the purpose of discussing personnel matters.

#### **Next Meeting, Tuesday, December 15, 2021**

*Reports from the Town Administrator, Mayor and Trustees; Scheduled Meetings and other matters are topics listed on the Regular Trustees Agenda. If time permits at the work session, the Mayor and Trustees may discuss these items. The Board of Trustees may make a Final Decision on any item listed on the agenda, regardless of whether it is listed as an action item.*



# Town of Blue River

**Staff Report**  
**Short-term Rental Review**  
**Submitted By: Michelle Eddy, Town Manager**

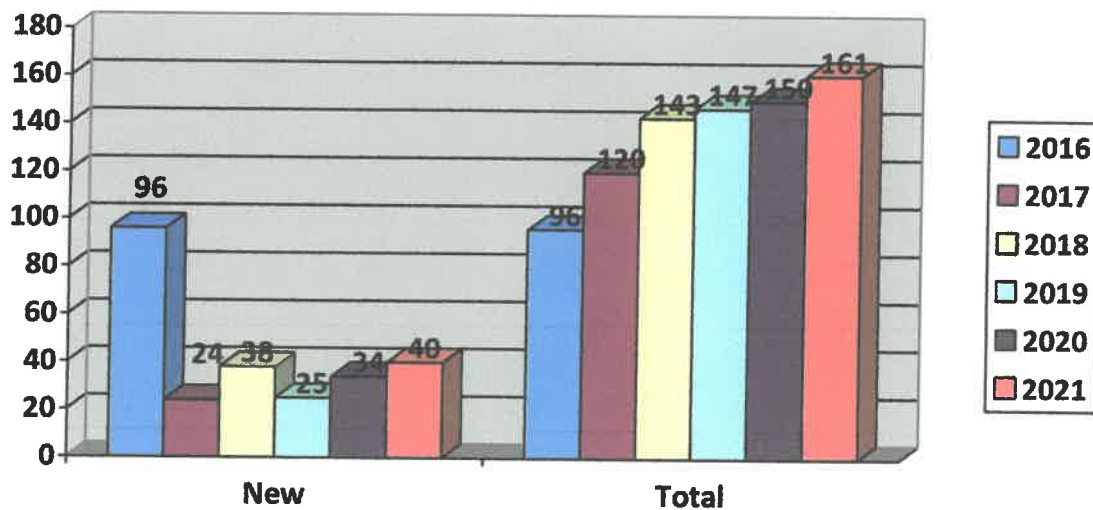
## Statistics

### Issued by Year

2016	96
2017	24
2018	38
2019	25
2020	34
2021	40

\*\*There have been 13 new since 9/1/2021 but some have dropped off as well due to sales.  
This reflects new licenses since the Breckenridge and Summit County changes.

**Total Active Licenses: 161**



Total Housing Units Per 2020 Census:	761
Total Housing Units Occupied Full Time Per 2020 Census:	350
Percent Full Time Per Census:	46%
Percent Full Time Based on Address:	32%
Population per 2020 Census:	877
Build Out:	90%
Percentage of STR's in Blue River	20%*

*\*This is based on built lots and does not include vacant lots or lots owned by a municipality, HOA or special district\**

### Current Regulations

Occupancy: 2 people per bedroom plus 2

Registration

New: \$200

Renewal: \$150

Taxes

Total: 12.275% (8.875% State of Colorado; 3.4% Town of Blue River Lodging Tax)

### Annual Revenue

Year	Sales Tax	Lodging Tax
2016	\$264,757.05	\$123,742.00
2017	\$237,468.92	\$126,585.55
2018	\$286,968.54	\$155,511.07
2019	\$425,616.72	\$166,883.33
2020	\$842,141.13	\$176,339.81
2021 YTD	\$715,307.07	\$199,917.57

### Percentage of STRs by Subdivision

Subdivision	Buildable Lots	# STR	%STR	% Build Out	% Full-Time Res.
Sunnyslope	35	11	38%	83%	48%
Timber Creek Estates	72	25	33%	96%	10%
New Eldorado	9	3	30%	89%	63%
Crown	71	19	29%	92%	35%
Mountain View	46	12	28%	93%	37%
Aspen View	18	5	31%	80%	19%
Louise Placer	11	2	25%	73%	13%
Leap Year	23	5	24%	91%	52%
Coronet	38	7	23%	75%	33%
Golden Crown	8	1	20%	63%	20%
Silverheels	5	1	25%	67%	25%
Lakeshore	42	8	20%	93%	30%
96 Sub	41	7	19%	90%	30%
Wilderness	57	9	16%	96%	38%
97 Sub	49	7	18%	82%	43%
Sherwood Forest	85	13	17%	90%	24%
Spillway	21	3	16%	90%	26%
Royal	71	10	15%	94%	39%
Blue Rock Springs	54	7	14%	91%	45%
DOT Condo	37	5	14%	100%	27%
New Eldorado Townhome	9	1	11%	100%	87%
Bryce Estates	6	0	0%	57%	25%
Clyde Lode	2	0	0%	50%	0%
DOT Placer	2	0	0%	50%	100%
McCullough Gulch	7	0	0%	43%	33%
Pennsylvania Canyon	2	0	0%	100%	0%
Pomeroy	0	0	0%	0%	0%
Rivershore	6	0	0%	50%	25%
Misc. Sec TR7-77 Land	12	0	0%	22%	40%
Spruce Valley Ranch	48	0	0%	68%	11%

## Additional Statistics Requested

- Out of the 161 licenses, 12 (7%) are considered “local” with a mailing address of Breckenridge, Dillon, Frisco or Silverthorne. The remaining 93% STRs are second homeowners.
- There were 43 new construction projects started and/or completed 2016-YTD 2021, 8 (19%) have obtained a short-term rental license.
- There have been 57 home sales in 2021. Licenses have been issued to 24 or 42%.
- There is no way to determine if a property is purchased for the purpose of investment and short-term rental.

## Code Violations 2015-Present

<b>Total Violations:</b>	<b>239</b>
Violations for STR's while licensed as an STR:	98 (41%)
Percentage of Repeat Offenders:	>1%

### Violations By Type Associated with STR in order of violation:

- Trash-majority
- Parking
- Occupancy Violation
- Noise
- Occupancy during Public Health Order

<b>2021 Code Violations:</b>	<b>23</b>
<b>Total Police Calls 2021:</b>	<b>1,694</b>

- Data on other non-code violation offenses attributed to short term rentals was requested. These statistics are not pulled based on address and are considered crime or other violations. For 2021 there were 1,671 other calls for service not related to STR Code Violations.

## Questions to be addressed in work session

- Complaint hotline
  - Currently residents are asked not email in complaints but to call non-emergency dispatch to have an officer respond. There is more education needed to re-educate residents on this. Information is in monthly newsletters and on the website as well as on phone messages. There is also a complaint portal on the website. The Town has an officer on duty 24/7 to respond to calls.
  - In speaking with other towns, there is a significant cost involved with joining a “hotline.” In addition, it would still require the response of a police officer. It would be the recommendation of Town staff to further market the existing options for filing a complaint.
- A question was asked if any of the short-term rental taxes go to 6A housing authority. The answer is no.
- Should there be a cap either by number or percentage by subdivision?
- What is an appropriate number of short-term rentals in Blue River?
- Are the fees appropriate for the cost of administering the program?

- A question was raised about number of long-term rentals. We do not have any licensing for long-term rentals so there is no way to pull this information.

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# Housing & STR Ballot Questions November 2021

Colorado Association of Ski Towns

<u>Jurisdiction</u>	<u>Brief Summary</u>	<u>Passed/ Failed</u>	<u>Approx. For/Against</u>	<u>Comments</u>
Avon	A 2% Short Term Rental Tax to Fund Community Housing	P	71%/29%	Unofficial results. Results updates: <a href="https://results.enr.clarityelections.com/CO/Eagle/111077/web.278093/#/summary">https://results.enr.clarityelections.com/CO/Eagle/111077/web.278093/#/summary</a>
Basalt	Bond issue for affordable housing, green initiatives, and downtown improvements	P	73%/27%	\$ 17 million, \$6 million for housing
Crested Butte	Increase excise tax on STRs from 5% to 7.5%	P	75%/25%	All revenues from this tax are dedicated to affordable housing. Included bonding authority on entire revenue from tax
Crested Butte	\$2,500/yr tax on residential properties not used as a primary residence combined with 0.5% sales tax all to fund affordable housing	F	43%/57%	
Frisco	*Citizen petition to ban STR's in single family homes	N/A	N/A	*Failed to get enough signatures to make ballot
Summit County	A continuation of .6% sales tax to fund workforce housing	P	71%/29%	
Telluride	Cap STR Licenses at 400 which would have cut number of short-term rental licenses in half. Licenses to be determined by lottery.	F	41%/59%	Primary residences and STR "required" units exempt New STR license fees (based on unit type/size) will now be: \$132 for Lodging establishments and room rentals and \$330 + \$44/sleeping room for Accommodations units and Rental Houses.
Telluride	Cap STR Licenses at CURRENT level for 2 years and double the STR License fees with increase dedicated to affordable housing fund.	P	55%/45%	
Vail	.5% sales tax increase dedicated to housing projects and initiatives	P	54%/46%	

# Short-Term Rental Property Ordinance Matrix-April 2021

City	Primary Residence Allowed	Non-Primary Residence Allowed	Which Taxes Required	Tax Collected: By municipality or listing agency	License Required	Neighbor Notification	Concentration Limit	Zoning Limitations	Fees
Aspen	Yes	Yes, but Deed Restricted affordable/employee units are prohibited in being used as STRs	Sales (2.4%) Lodging (2.0%) + state and county	The property owner is the liable party for the tax. Any property management company or other intermediary can pay the tax on behalf of the owner.	Yes, a short-term vacation rental permit is required to acknowledge safety requirements and other responsibilities of the property. An annually renewable Business License also required.	No	No	No	Annual business license fee of \$150. Vacation Rental Permit is free.
Avon	yes	yes	4% sales tax, 4% accommodation tax	yes	yes, non-transferable	no	no	Short Term Overlay Districts - primarily town core	Annual Business License fee is \$75.
Basalt	yes	May only be rented on a short-term basis with the primary residence	4% Lodging + 8.2 % sales (Eagle County) and 9.3 % sales (Pitkin County)	Municipality	yes, annually renewable	no	no on single-family, max. of 8 short-term rental allowed in multi-family buildings		\$35 annually, plus a \$150 safety inspection charge on initial license
Beaver Creek Resort Co.	no	yes	yes	by BOCR	yes, annual Business License	no	no	no	\$200 annually
Blue River	yes	yes	2.5% Town Sales tax 3.4% Lodging Tax	Municipality	yes, non-transferable	no	No	no	\$200 first time; \$150 annually
Breckenridge	yes	yes	2.5% Sales Tax, 3.4% Accommodation Tax	Municipality and online platforms	yes, non-transferable	no	no	none-unless deed restricted workforce housing, then prohibited	BOIT: \$75 - \$175 annually/Admin Fee: \$25-\$150 annually
Crested Butte	Yes	Yes	4.5% Lodging Sales Tax & 5% Vacation Rental Excise Tax The excise tax collected is used to fund affordable housing projects.	The Property owner or authorized agent is responsible for collecting and remitting taxes through the Town's on-line licensing and sales tax software program.	Vacation Rental License & Town of Crested Butte Business License are both required	Yes, 100ft radius	No. The number of unlimited vacation rental licenses is limited to 30% of the total number of freemarket residential units in town located in the permitted zone districts. Currently 213 unlimited vacation rental licenses can be issued.	Yes. Restricted to permitted zones. Not allowed in deed restricted housing or accessory dwelling units that are required to be long term rentals.	Unlimited Vacation Rental License fee: \$750/year. Primary Residence License fee: \$200/year with a maximum of 60 nights of rental per year
Denver	yes	no	lodging tax: 10.75% occupational privilege tax: \$4/month business personal property tax and/or sales tax if applicable	AirBnB collects for their listings. Taxes remitted directly to the City in other cases.	yes, lodger's tax id license and non-transferable business license required	no	no	Yes. Allowed wherever residential uses are permitted, but additional limitations apply. See sections 11.7.1, 11.8.10, and 11.12.7 of the Denver Zoning Code.	Lodger's Tax License - \$50 biannually Business License application fee - \$25 upon application Business License - \$25 annually
Dillon	Yes	Yes	yes	State collected sales tax but lodging tax remitted to Town	yes, renew annually	no	no	no	\$50 annually

Durango	yes	yes	3.5% City sales tax and a 2% lodging tax	AirBnB collects for their listings. Taxes remitted directly to the City by owner/manager in other cases.	yes, non-transferable	yes, 300 foot radius	Yes. Limits are included by zone, block face, or by development depending on the location	Yes. Permitted in 2 of 6 single-family zones and in all 3 mixed use zones. Recent code amendments have eliminated the use from multifamily zones.	\$750 first time and annual business license fees of approx. \$100
Estes Park	no	yes	state, county, town and lodging	Taxes collected by the State and remitted to the Town.	yes	yes	no	yes, a limit on the number of residentially zoned properties. No limit on commercially zoned licenses.	\$200 base fee plus \$50 per bedroom for properties inside Town limits
Fraser	yes	yes	sales & lodging	do not self collect	registration	no	no	no	\$150
Frisco	yes	yes	yes	Municipality	yes	no	none	no	\$125 STR License application fee
Glenwood Springs	yes	yes	3.7% sales & 2.5% lodging	Air BnB/VRBO collecting the taxes thru state system. STR owners must report this information to City.	Yes, 2 types available Short Term Rental (STR) and Accessory Tourist Rental (ATR)	STR - yes all neighbors within 250 feet. ATR - no	250' distance between STR permit, citywide cap	No unless prohibited by PUD	STR new \$500, renew \$300 ATR new \$300, renew \$150
Grand Lake Mt. Crested Butte	yes Yes	yes Yes	yes County, state and town sales tax, plus 4% local marketing district tax and 2.9% excise tax	Listing Agency	yes, renewable annually Yes, Short Term Rental License and Pillow Tax License	yes No	no No	no No	\$600 Annually \$200, plus pillow tax - \$10 per person the unit sleeps
Salida	yes	yes	Occupational Lodging tax, \$3.66/night	Municipality	yes, non-transferable	no	Capped at 75 and 1 per block in the Residential/Industrial areas	Capped at 75 in Residential/Industrial. No cap for Commercial District	\$470 New Residential/Industrial License, \$270 for New Commercial License, \$270 after first year for both types
Silverthorne	yes	yes	2% sales & 2% lodging tax. Annual STR license.	Owners are responsible for collection/remittance of taxes. VCA with AirbnB & Vrbo	Yes, non-transferable, renews annually on Dec. 1.	Only in case of duplex	No.	No.	Tiered fee: \$150, 2BR \$200, 3BR \$250 4BR+ \$300 Studio \$100, 1 BR \$150, 2BR \$200, 3BR \$250 4BR+ \$300
Snowmass Village	Yes	Yes	3.5% sales tax and a 2.4% lodging tax	AirBnB and VRBO collect for their listings. Taxes remitted directly to the City in other cases.	yes, non-transferable	No	No	No	No
Steamboat Springs	yes	yes	Yes (Sales & Lodging)	AirBnB and VRBO collect for their listings. Taxes remitted directly to the City in other cases.	Sales Tax License Required; VHR permit required for single family homes and duplexes in most zone districts	yes for VHR permits	no	no	\$50 Sales Tax Fee (one time); \$500 VHR permit fee, \$75 annual renewal fee

Telluride	yes	yes	4.5% Town Sales Tax 2.5% Town Affordable Housing Excise Tax 2.5% (collected from STRs assessed at residential rates) 1% County Sales Tax .25% SMART Tax (transit)	Prop. Owner or representative / booking agency remits taxes	yes	no	no	yes, restrictions in residential zone	\$165 base fee plus \$22 per bedroom
	Yes	Yes	Yes sales/fodging	Airbnb/VRBO/Property Manager collects for their listings. Taxes remitted directly to the town in other cases.	yes Effective 3/1/19 STR Registration required per unit	Yes, for Duplex neighbor only; proof of notification required	No	No	tiered fee structure- \$150 per unit for unmanaged properties, \$10 per unit for managed units, \$5 per unit for condotel managed units (24x7 front desk)  Annual business license fee of \$80
Winter Park	yes	yes	yes	Municipality	yes, non-transferable	no	no	no	

## Counties

Eagle County	No county-wide restriction; short-term rentals not allowed in price-capped deed-restricted units	No county wide restriction	If assessors's office is aware a unit is a rental, it is taxed as such	No, counties can not initiate business licenses	No county wide restriction	No county wide restriction	none		
Summit County	yes	yes	All short term property rentals (less than 30 days) are subject to the sales tax, mass transit and affordable housing tax. A sales tax license is obtained from the State because the State	Sales tax is collected through the State; Personal property tax on short term rental properties is assessed and collected by the County Assessor's office.	A short-term vacation rental permit is required through the County Planning Department as no business licenses were authorized by the State in unincorporated areas, so the use is regulated through a land use permit. Recent legislative changes now allow STR business licenses and Summit County is reviewing a change to or the addition of a license.	Notice is sent to neighbors only in cases where changes are proposed to the exterior of the property or building.	no	Zoning regulations are included in Section 382.1 of the Summit County Land Use and Development Code, and include requirements for permitting, responsible agent, health & safety standards, parking, trash, noise, pets, signage, advertising, and complaints and enforcement. Not permitted in deed restricted workforces housing units, and in certain PUDs that expressly prohibit the use.	Initial permit - \$150; Annual renewal - \$75 Administrative Conditional Use Permit (CUP) required for higher occupancy and parking requests Initial CUP fee - \$350 (this is the full fee charged; not charged both the STR permit fee and the CUP fee); Annual CUP renewal - \$75

## Out-of-state municipalities & counties

Park City, UT	yes	yes	Summit County TRT 3.00; Outdoor Rec TRT 3.00; Park City TRT 1.00; Park City Sales Tax 1.00; Summit County Sales 2.5; Utah Sales 4.85; Summit City Transpo. 3.00; Mass Transit 2.5; Resort Comm. Tax 1.60. Total 12.57	yes	yes	yes, non-transferable, annual business license	yes, in cases of duplexes or if shared common areas/hallways exist between or within a building	no	yes, only allowed in certain zones or with CUP's in certain zones	\$149.00 Admin Fee, \$28.74 per bedroom fee, \$17.00 Yearly renewal admin fee plus \$28.74/bedroom
Jackson, WY	yes	yes		yes	yes	Collected by state and by AirBnB	Yes, to neighbors within 300 ft.	no	yes, only allowed within the Lodging Overlay District or the Snow King Resort District	yes, \$100 for each residential short-term unit being permitted
Ketchum, ID	yes	yes		yes	yes	As of Jan '18 tax collected by listing agency and remitted to City	no	no	No, State Legislature pre-empted local control of STR's	no
Moab, UT	no	no		yes	yes	County and AirbnB	Yes, for each property owner	no	yes, only allowed in certain commercial zones	Business license fee - \$45 plus \$4 per room
Whistler, BC	no	Depends on zoning.	Provincial Sales Tax: 8% of listing price including any cleaning fees for reservations 28 nights and shorter in the Province of BC. Municipal and Regional District Tax: 2-3% of the listing price including any cleaning fees for reservations 28 nights and shorter in the Province of British Columbia	no	Province and "Airbnb"	yes	no	no	Only allowed in "tourist accommodation" zoned properties.	Business license fee

City	Occupancy Requirement	Require a "local responsible party" to take complaints?	Mandatory response time for the responsible party to address the complaint?	Utilize a 24 hour call center for complaints?	Compliance Efforts? (Compliance monitoring company, municipal staff, software, other)	Weblink to STR ordinance/regulations	Number of listings (Approx.)	Other
Aspen	No	Yes	Yes - local representative is to be "on call" per the municipal code.	No	MuniRevs, Staff - Finance and Community Development Departments	<a href="https://library.municode.com/co/aspen/code?nodeId=TIT26AUSRE_PTS_005URE_CH26.572MSURE_576.575.220VARE">https://library.municode.com/co/aspen/code?nodeId=TIT26AUSRE_PTS_005URE_CH26.572MSURE_576.575.220VARE</a> <a href="https://www.cityofaspen.com/23337/ordinance">https://www.cityofaspen.com/23337/ordinance</a> <a href="http://vacation-rentals.com">http://vacation-rentals.com</a>	1300 (750 active, 550 inactive)	
Avon	none	No	No	No	MuniRevs	<a href="http://www.avon.org/str">http://www.avon.org/str</a>	285	
Basalt	none							Not permitted in employee housing units. Requires local representative
Beaver Creek	no	Yes	30 days	No	We are utilizing Host Compliance to find owners renting on their own who have not paid appropriate tax/assessment		1200	BCRC collects 5.35% Civic Assessment and .0066% Lodging Assessment for all STR
Blue River	2 people per bedroom plus two. No Bedroom and septic/sewer verification required	No	No	No	No	<a href="https://townofblueriver.colorado.gov/lo-dging/short-term-rentals">https://townofblueriver.colorado.gov/lo-dging/short-term-rentals</a>	145	Posting requirements at rentals and self-certification required.
Breckenridge	Yes. Limited to 2 people per bedroom plus 4 for the entire property	Yes	60 minutes	Yes, LodgingRevs 5334	Yes, LodgingRevs	<a href="http://www.townofbreckenridge.com/shortterm">www.townofbreckenridge.com/shortterm</a>	3838	All properties - Special Conditions of License/BOLT License -Location Card posting requirement/advertisement Requirements
Crested Butte	2 people per bedroom plus an additional 2 people for the unit with a maximum occupancy of 10 people. Occupancy over 10 people requires an additional parking space be provided on site for every four additional people or part thereof.	Yes	1 Hour	No. Complaints can be lodged via phone or email to the Vacation Rental Inspector at Town Hall	Short Term Rental Helper generates a monthly list of non-compliant properties based on our list of licensed properties.	<a href="https://www.crestedbutte-co.gov/index.asp?SEC=0DA58E89-38E1-4A3A-8001-5F16483DEFCD&amp;Type=B_BASIC">https://www.crestedbutte-co.gov/index.asp?SEC=0DA58E89-38E1-4A3A-8001-5F16483DEFCD&amp;Type=B_BASIC</a>	209 unlimited licenses, 17 primary residence licenses	Site safety inspection and on-site parking verification required.
Denver	No maximum number of guests per night. No simultaneous rental to more than one party under separate contracts.	Yes. LRP must be in City and County of Denver during the entire length of the STR period, must have access to the licensed premises, and must be authorized to make decisions regarding the licensed premises.	No	Yes. Complaints may be filed at any time by calling 311; however, response will likely only come during business hours (except for emergency situations)	Host Compliance, 1 full-time Compliance Manager, 4 employees who assist with STR compliance matters part time, STR Advisory Committee to guide policy changes	STR Business Licensing Homepage	3773 active listings, 2556 active licenses	
Dillon	no	yes	no	yes	yes, STR Helper	<a href="https://www.townofdillon.com/business-resources/dillon-short-term-rental-str">https://www.townofdillon.com/business-resources/dillon-short-term-rental-str</a>	113	requires license number in ads, must submit parking and trash/recycling plans



Durango	Determined by parking or # of bedrooms at the property.	Yes	No	No	LodgingRevs	<a href="http://online.encodeplus.com/regs/durango-co/doc-viewer.aspx?docid=273">http://online.encodeplus.com/regs/durango-co/doc-viewer.aspx?docid=273</a>	125 permitted short term rentals	Updated regulations adopted in December 2020 which further restrict this use based on zoning. For existing and new mixed use developments, language that specifically allows STRs and caps the total number of units allowed for this use must be included in a prior land use approval.
Estes Park	2 per bedroom, plus 2 up to 8 total Large vacation home application can be applied for homes larger than 3 bedroom with a license issued prior to 2018	Yes	30 Minutes (School District boundary)	Yes	LodgingRevs	<a href="http://www.estes.org/businesslicensing">www.estes.org/businesslicensing</a>	322 residential and 152 commercially zoned. The Town's cap for residential was met in May 2018 and the waiting list is at 36	New regulations were adopted December 2016 and modified in March 2017. Additional modifications are being proposed for 2021. Regulations to be moved from Development Code to Municipal Code now that the County regulates properties in the unincorporated valley. Looking at transferability issue.
Fraser	no	yes	one hour	No	Not yet, but coming summer of 2019	Updated materials should be available by 4/1/19	120	Program implementation late 2017
Frisco	2/BR plus 4, with option to apply for more upon inspection	No, "responsible agent" 24/7 with no local requirement	No	No	STR Helper		900	New ordinance passed 1/8/19; New annual STR license term of 5/1-4/30; First STR license issued 5/1/2019
Glenwood Springs	STR based on inspection ATR is one bedroom, 2 guests	Yes, residing within 30 miles/minutes	No	No	Staff	<a href="https://www.ci.flenwood-co.us/333/Action-Rentals">https://www.ci.flenwood-co.us/333/Action-Rentals</a>	104 active permits, approximately 90 active listings	it is a condition for renewal that owners show they renitted lodging tax - showing they are actually utilizing the permits
Grand Lake Mt. Crested Butte	none No	yes Yes	15 min Yes	no Yes	STR Helper Host Compliance	<a href="https://mtcrestbuttecolorado.us/vertical/sitemap/%7B36467D9E-CD48-4739-95F2-EF8DEBC7DA37%7D/uploads/Ordinance_9_Series_2019.pdf">https://mtcrestbuttecolorado.us/vertical/sitemap/%7B36467D9E-CD48-4739-95F2-EF8DEBC7DA37%7D/uploads/Ordinance_9_Series_2019.pdf</a>	600	
Salida, CO	None	Require local management	no	no	LodgingRevs	<a href="https://library.municode.com/co/salida/codes/code_of_ordinances?nodeid=CH6BULIRE_ARTVISHRMBULL">https://library.municode.com/co/salida/codes/code_of_ordinances?nodeid=CH6BULIRE_ARTVISHRMBULL</a>	200	
Silverthorne	Max advertised occupancy = 2/Bedroom + 2	Yes	7am -11pm (60 minutes) 11pm -7am (30 minutes)	Yes	Yes, LodgingRevs	<a href="https://www.silverthorne.org/town-services/finance-administrative-services/business-liquor-licenses">https://www.silverthorne.org/town-services/finance-administrative-services/business-liquor-licenses</a>	100	STR license is required to be posted in online ads. Good Neighbor Guidelines must be posted prominently in rental property. STR license is required to be visibly displayed in rental property (address, license #, property owner name & contact info for responsible agent). STR prohibited in deed restricted & workforce housing units.
Snowmass Village	Yes, under the building code	no	no	no	no		800 units. This does not include hotel rooms	Not permitted in employee housing units without prior approval.
Steamboat Springs	1 per 200 sq. max 18	no	no	no	no	CDC Section 302.E.4 ( <a href="http://steamboatsprings.net/246/Community-Development-Code">http://steamboatsprings.net/246/Community-Development-Code</a> )	171 active permits Approx 2388 listings in area.	We only require a VHR permit for single family and duplex units OUTSIDE of the resort area (RR and G) zone districts. Multiple family units and all units in RR and G are allowed by right.

Telluride	none	yes	no	no	yes	<a href="https://www.telluride-co.gov/DocumentCenter/View/260/short-term-rental-regs">https://www.telluride-co.gov/DocumentCenter/View/260/short-term-rental-regs</a>	723	Restrictions in Residential Zone : no more than 3 rentals per year, w aggregate not to exceed 29 days. Implemented in 2011
Vail	Two per bedroom, plus two.	Yes - Local contact within 60 minute distance required; Evidenced by copy of driver's license	60 min response time unless between 11pm and 7am, then 30 minute response time	Yes	LODGINGRevs, one full-time municipal employee monitors listings, registrations and complaints	<a href="https://www.vailgov.com/short-term-rentals">https://www.vailgov.com/short-term-rentals</a>	2500	Notarized affidavit required as part of the application for acknowledgement of life safety, noise, trash and parking regulations
Winter Park, CO	none	no	no	no	LodgingRevs	no	349	We require a business license. We have contracted with LodgingRevs that tracks various sites for rentals that have not obtained a business license. The Town does not have other limits or restrictions for short term rentals excluding any regular zoning restrictions.

## Counties

Eagle County  
Eagle County Land use codes state no more than one person per every 300 square feet; this limit is not enforced

No county wide restriction

## Summit County

2 persons per bedroom plus 4 additional occupants, or 1 person per 200 square feet of living area, whichever allows for a greater occupancy. Max occupancy 18; can apply for a CUP to request 20 or more occupants.  
Condominium buildings with interior egress corridors less than 44 inches wide and without a sprinkler system are further limited to 2 persons per bedroom plus 2 additional occupants, or 1 person per 200 square feet of living area, whichever allows for a greater occupancy.

Responsible agent required. Local residency not required for the agent.  
Responsible agent must be available 24 hours per day, 7 days per week, and must respond to complaints within 1 hour.

yes, required to respond within 1 hour

yes, Host Compliance and Planning Dept staff

as of 3-24-21: 3,767 active permits; 6,282 active registered listings. Note 450 new STR permit applications under review.

County STR regulations were adopted 12/18/18; Currently contracted with Host Compliance for permitting system and complaint management system

## Out-of-state municipalities & Counties

<b>Park City, UT</b>	Yes, 75 sq. ft per bedroom, at least 50sq ft of floor space per occupant (if more than 1)	no	no	monitoring with 3rd party that verifies internet listings	<a href="http://www.parkcity.org/MunicipalCode">www.parkcity.org/MunicipalCode</a>	3500 listings, 2000 licensed	Site visit and safety inspection prior to application
<b>Jackson, WY</b>	Limited to less than one calendar month	no	yes	Host Compliance	yes	164	
<b>Ketchum, ID</b>	Max 30 days/guest						
<b>Moab, UT</b>	no	no	no	no	<a href="https://moab.municipal.codes/Code/5.67.010">https://moab.municipal.codes/Code/5.67.010</a>		no Not permitted in any residential zones. Only permitted in certain commercial zones. Building, fire, health and zoning inspections required for short-term rentals permitted in commercial zones.
<b>Whistler, BC</b>	no	no	no	Municipal staff, software, bylaw enforcement	<a href="https://www.whistler.ca/sites/default/files/2019/Nov/bylaws/original/23992/2142_tourist_accommodation_business_regulation_bylaw_no_2142.pdf">https://www.whistler.ca/sites/default/files/2019/Nov/bylaws/original/23992/2142_tourist_accommodation_business_regulation_bylaw_no_2142.pdf</a>	1000+	



**Minutes**

**Town of Blue River**

**Regular Meeting of the Board of Trustees**

**October 19, 2021**

**5:00 p.m.**

**The Board of Trustees will meet in person. The public is invited to attend via the Zoom.**

**5:00 p.m. WORK SESSION**

**Committee Guidelines/Structure**

- Mayor Babich opened the work session at 5:00 p.m.
- Mayor Babich provided a breakdown and noted a focus on the Trails Committee but applying across all committees.
- Discussion of a need for structure but not overboard as they are volunteer committees.
- Discussion of allowing part-time residents to participate but must actually participate.
- Noted a need to ensure they are filled with residents and the Trustees as a liaison.
- Discussion that the Trustees need to provide more direction and focus. Suggestion to have committees meet with the Trustees once a quarter to report out and create better engagement between committees and the Trustees.
- Discussion of the mission of the Trails Committee. Discussion that the current mission is too broad.
- Discussion to have the committee come back to the Trustees with the top priorities for the next year or two and submit a report back to the Trustees.
- Training for the chairs in December and then additional training for the committees as a whole.
- Discussion for PZ to review a chapter a year as well as how to review guidelines and projects.
- Discussion to have chairs appointed for a year or two at time and to limit how long someone can serve as chair.
- Discussion for each committee to submit a formal report of what has been accomplished and what they are set to do for the upcoming year.
- Discussion to take recommendations and discussion items and update the Committee & Commission Bylaws.

**6:00 p.m. REGULAR MEETING OF THE BOARD OF TRUSTEES**

**I. CALL TO ORDER, ROLL CALL**

- Mayor Babich opened the regular meeting of the Board of Trustees at 6:00 p.m.
  - Roll Call
    - Toby Babich-Mayor

- Joel Dixon
- Kelly Finley- via Zoom
- Mark Fossett
- Ted Pilling
- Ken Robertson
- Dan Cleary was excused. Also present: Town Manager Michelle Eddy and via Zoom, town Attorney Bob Widner.
- **APPROVAL OF CONSENT AGENDA**
  - Minutes, September 21, 2021
  - Approval of Bills-\$120,595.58
  - Introduction Ordinance 2021-10 An Ordinance Amending the Town's Previously Adopted Summit County Animal Control and Licensing Regulations of 2008 and Amending Section 7-6-30 of the Blue River Municipal Code.
  - Introduction Ordinance 2021-11 An Ordinance Adopting by Reference the National Electrical Code, 2020 Edition, Amending Sections 18-3-10 and 18-3-20, and Adopting a New Section 18-3-30 of the Blue River Municipal Code Regarding Penalties for Violations of the Adopted National Electrical Code
    - Robertson moved and Dixon seconded to approve the consent agenda with correction to the minutes. Motion passed unanimously.

### III. COMMUNICATIONS TO TRUSTEES

- Citizen Comments (Non-Agenda Items Only- **3-minute limit please**). Any written communications are included in the packet.
  - One letter received.

### IV. NEW BUSINESS

- Summit School District Strategic Plan-Summit School District-Superintendent Roy Crawford. Presentation
  - Superintendent Crawford and Andrea \_\_\_\_\_, Communications Director were present to introduce himself and provide a presentation on the School District's Strategic Plan.
  - Discussion of the plan. Trustee Finley noted a need to include the teachers as a key component in the plan. She remarked on current teacher burnout. She noted a desire for the Trustees to pass a resolution of support for teachers.
  - Superintendent Crawford reported on steps being taken to work on the issue of teacher stress and support.
  - Discussion of the overall stresses in many areas.
  - Discussion of appreciation of work and communications being done.
- Introduction 2022 Budget Introduction
  - Town Manager Eddy presented the budget for introduction and discussion. A public hearing will take place in November ahead of

- approval. She noted corrections for review submitted by Trustee Cleary.
- Noted the budget is well put together.
- Discussion of online sales tax and noted taxes have continuously gone up. Discussion that the State collects the taxes and process is at the State level. Attorney Widner provided information that this is common but it is at the State level.
- Discussion to have sales tax on a future agenda. Noted work is being done to correct lodging taxes being remitted to Breckenridge.
- Discussion that the public hearing will be in November.
- Resolution 2021-14 A Resolutions Delegating Authority to Execute Necessary Documents and Issue Town Approvals for Participation in the Colorado Opioids Settlement
  - Town Attorney Widner provided an overview. It is anticipated the Town will receive approximately \$1,000 and it is recommended to make a contribution to Building Hope.
  - Fossett moved and Pilling seconded to approve Resolution 2021-14 A Resolutions Delegating Authority to Execute Necessary Documents and Issue Town Approvals for Participation in the Colorado Opioids Settlement. Motion passed unanimously.

## V. REPORTS

- Mayor
  - Mayor Babich reported on the school district forum.
  - He discussed current status of short-term rentals throughout the county. It was noted the discussion for Blue River will be in November.
- Trustees
  - Citizen Advisory Committee-Trustee Finley
    - Summit County Rescue Funding for 2021
      - Trustee Finley reported on the upcoming Trunk or Treat. Information has gone out.
      - She noted a request for work by the Summit County Rescue group. The Citizen Advisory Committee is recommending a contribution of \$5,000 out of the Community Fund for 2021 and again in 2022.
      - Finley moved and Fossett seconded to approve the contribution of \$5,000 to Summit county Rescue from the Community Fund for 2021. Motion passed unanimously.
  - Open Space & Trails Committee-Trustee Fossett
    - Trustee Fossett reported the committee has recommended the appointment of Wiley Asher and Ben Kadlec as co-chairs for the committee.
    - Robertson moved and Fossett seconded to approve Wiley Asher and Ben Kadlec as co-chairs of the Open Space & Trails Committee. Motion passed unanimously.
  - Planning & Zoning-Trustee Robertson
    - Trustee Robertson provided an update on applications.

- Transit Authority-Trustee Pilling
  - Trustee Pilling reported the new transit station in Frisco is ahead of schedule to be completed in February.
  - He reported they are in need of bus drivers. Routes will be modified to adjust for the shortage. There will not be a significant change for Blue River except for the timing.
- Wildfire Council-Trustee Dixon
  - Trustee Dixon noted there hasn't been a meeting.
- Other Trustee Reports
  - Attorney's Report
    - No report

## **VI. OTHER BUSINESS**

There being no further business before the Board of Trustees Fossett moved and Robertson seconded to adjourn the meeting at 7:15 p.m. Motion passed unanimously.

### **Next Meeting, Tuesday, November 16, 2021**

*Reports from the Town Administrator, Mayor and Trustees; Scheduled Meetings and other matters are topics listed on the Regular Trustees Agenda. If time permits at the work session, the Mayor and Trustees may discuss these items. The Board of Trustees may make a Final Decision on any item listed on the agenda, regardless of whether it is listed as an action item.*

Respectfully Submitted:

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Michelle Eddy, Town Clerk

**TOWN OF BLUE RIVER, COLORADO**

**ORDINANCE NO. 2021-10**

**AN ORDINANCE ADOPTING BY REFERENCE THE SUMMIT COUNTY  
ANIMAL CONTROL AND LICENSING REGULATIONS OF 2013 AND  
ADDING NEW SECTIONS 7-6-20 AND 7-6-30 OF THE BLUE RIVER  
MUNICIPAL CODE**

WHEREAS, the Town of Blue River, Colorado ("Town") is a statutory town, duly organized and existing under the laws of the state of Colorado; and

WHEREAS, Section 31-15-401(1)(m)(I), C.R.S., authorizes the City to regulate and prohibit the running at large and keeping of animals and to provide for the regulation and control of such animals; and

WHEREAS, the Town has previously adopted by reference *The Summit County Animal Control and Licensing Regulations of 2008* through Ordinance 2012-03; and

WHEREAS, in August 2013, the Summit County Board of County Commission adopted the *Revised and Restated Summit County Animal Control and Licensing Regulations of 2013* through Summit County Resolution No. 2013-57; and

WHEREAS, section 31-16-201, et seq., C.R.S., permits the adoption by reference of such published regulations upon notice and hearing as provided in section 31-16-203, C.R.S.; and

WHEREAS, notice was properly published in accordance with section 31-16-203, C.R.S.; and

WHEREAS, the Board of Trustees desires to adopt the *Summit County Animal Control and Licensing Regulations of 2013* with additions, deletions, amendments, and modifications as specified below.

**BE IT ORDAINED, BY THE BOARD OF TRUSTEES OF THE TOWN OF BLUE RIVER, COLORADO:**

**Section 1. Repeal of Sections 7-6-20 and 7-6-30 of Division 1 of Article VI of Chapter 7 of the Blue River Municipal Code.** The Town of Blue River hereby repeals Sections 7-6-20 and 7-6-30 of Division 1 of Article VI of Chapter 7 of the Blue River Municipal Code.

**Section 2. Amendments to Division 1 of Article VI of Chapter 7 of the Blue River Municipal Code.** Division 1 of Article VI of Chapter 7 of the Blue River Municipal Code is hereby amended by the addition of new Sections 7-6-20 and 7-6-30 to read in full as follows:

**Sec. 7-6-20. Animal Control and Licensing Regulations adopted by reference.**



The following code, as hereinafter amended, is hereby adopted by reference: The Summit County Animal Control and Licensing Regulations of 2013, as adopted by Resolution No. 2013-57, adopted by the Board of County Commissioners on August 27, 2013, as from time to time amended.

**Sec. 7-6-30. Amendments.**

Additions, deletions, amendments and changes to the Summit County Animal Control and Licensing Regulations of 2013, as adopted by reference pursuant to Section 7-6-20, are hereby adopted as follows:

- (1) Section 1, "Board of County Commissioners" is changed to "Board of Trustees."
- (2) Section 2, paragraph 2.3. the definition of "Animal Control" is amended to read as follows: "means the personnel and equipment of the Summit County Animal Control and Shelter Division of the Summit County Sheriff's Office assigned primarily to duties related to the enforcement of these Regulations. Regular officers of the Town of Blue River Police Department may perform any of the functions of Animal Control."
- (3) Section 2, paragraph 2.6, the definition of "Physical Control" is amended to read as follows: "means control of an Animal by means of a tether, or a leash, attached to the Animal and held by a responsible person; voice command control and within ten (10) feet of a responsible person; or, confinement within a locked vehicle or locked enclosure sufficient to prevent the Animal from escaping or making contact with other persons or Animals."
- (4) Section 3, the location of "Summit County" is changed to "Town of Blue River."
- (5) Section 4, in the first sentence, "Summit County" is changed to "Town of Blue River."
- (6) Section 5, in the first sentence, "Summit County" is changed to "Town of Blue River."
- (7) Section 6, is amended to read as follows:

*Failure to control a pet animal.* It shall be unlawful and considered a failure to Control a Pet Animal when:

- A Pet Animal is off the Owner's Premises without the presence of a person having Physical Control or Immediate Control as defined in these Regulations.
- A Pet Animal becomes a hazard or causes damage to any person or property;

- A Pet Animal is Tethered upon any public or private property without the permission of the person owning, leasing, or otherwise controlling the property in question;
- Any Pet Animal reaches past the perimeter of the Owner's Premises with its teeth or claws causing Bodily Injury or property damage to another being deemed a "vicious animal;"
- Any Pet Animal reaches past the perimeter of the Owner's Premises without the presence of a person having physical control or within ten (10) feet of a person having voice command shall be deemed "animal at large;"
- A Pet Animal is allowed to defecate on public or private property and the Owner or responsible person does not remove the waste in a timely manner;
- A female Pet Animal, during estrus, is not under Physical Control, confined indoors or confined within a Secure Animal Enclosure;
- Any Pet Animal is kept or left in circumstances which constitute Mistreatment, Abandonment or in any circumstance requiring Protective Custody; or
- Any Pet Animal is otherwise determined to be a Public Nuisance.

(8) Section 10.2, is amended to read as follows:

When an Animal has been designated by an Animal Control Officer as a Dangerous or a Potentially Dangerous Animal, the Owner has the right to request an administrative hearing to show cause as to why the animal should not be considered a Dangerous or Potentially Dangerous Animal. Such request must be made in writing within 30 days after the designation. The burden of proof shall be on the Owner to demonstrate that the behavior of the animal does not support the designation of Dangerous or Potentially Dangerous. The Board of Trustees or its designee shall preside at such hearing. Written requests must be made in writing and submitted by mail or personal delivery to: The Blue River Board of Trustees, Attn: Blue River Town Attorney, P.O. Box 1784, Breckenridge, CO 80424.

(9) Sections 15, 17, 18, 23, 28, and Schedule A are deleted.

(10) Section 29 is amended to read as follows: "All fines and forfeitures for violation of the Animal Control and Licensing Regulations shall be deposited in accordance with procedures as approved by the Town Treasurer, and all moneys collected by the County for licenses or other related costs shall be deposited in accordance with procedures as approved by the County Treasurer upon receipt."

**Section 3. Severability.** Should any one or more sections or provisions of this Ordinance be judicially determined invalid or unenforceable, such judgment shall not affect, impair or invalidate the remaining provisions of this Ordinance, the intention being that the various sections and provisions are severable.

**Section 4. Minor Revision or Correction Authorized.** The Town Manager, in consultation with the Town Attorney, is authorized to make minor revisions or corrections to the codified version of the provisions of this Ordinance provided that such revisions or corrections are grammatical, typographical, or non-substantive and do not alter or change the meaning and intent of this Ordinance.

**Section 5. Effective Date.** The provisions of this Ordinance shall become effective thirty (30) days after publication following final passage.

**INTRODUCED AND READ** at a regular meeting of the Board of Trustees of the Town of Blue River, Colorado, held on the \_\_\_\_ day of October, 2021.

**AMENDED, PASSED, ADOPTED, AND ORDERED PUBLISHED** at a meeting of the Board of Trustees of the Town of Blue River, Colorado, held on the \_\_\_\_ day of \_\_\_\_\_, 2021.

\_\_\_\_\_  
Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Town Attorney

I hereby certify that the Notice of the public hearing held at the regular meeting of the Board of Trustees of the Town of Blue River, Colorado, held on the \_\_ day of \_\_\_\_, 2021, was published in the Summit County Journal on \_\_\_\_\_ and \_\_\_\_\_.

I hereby certify that the above Ordinance was adopted by the Board of Trustees of the Town of Blue River at its meeting of \_\_\_\_\_, and ordered published by title only in Summit County Journal on \_\_\_\_\_, 2021.

ATTEST:

\_\_\_\_\_  
Town Clerk

**TOWN OF BLUE RIVER, COLORADO**

**ORDINANCE NO. 2021-11**

**AN ORDINANCE ADOPTING BY REFERENCE THE NATIONAL ELECTRICAL CODE, 2020 EDITION, AMENDING SECTIONS 18-3-10 AND 18-3-20, AND ADOPTING A NEW SECTION 18-3-30 OF THE BLUE RIVER MUNICIPAL CODE REGARDING PENALTIES FOR VIOLATIONS OF THE ADOPTED NATIONAL ELECTRICAL CODE**

WHEREAS, the Town of Blue River ("Town") is a statutory municipality incorporated and organized pursuant to the provisions of Section 31-2-101, et seq., C.R.S.; and

WHEREAS, in furtherance of the public health, safety and welfare of the inhabitants of the Town, the Board of Trustees for the Town of Blue River desires to amend its ordinances to adopt the 2020 edition of the National Electrical Code as published by the National Fire Protection Association and as adopted by the Colorado State Electrical Board by regulation addressing issues of safe electrical design, installation, and inspection; and

WHEREAS, Section 12-115-107, C.R.S., requires municipalities to adopt the electrical code as adopted by the State Electrical Board or more stringent standards; and

WHEREAS, the Town introduced this Ordinance at its October 19, 2021, regular meeting of the Board of Trustees, published required proper notice to the public, and held a public hearing on November 16, 2021, to consider adoption of such the Electrical Code as required by law; and

WHEREAS, a copy of the Electrical Code has been made available, and is available, at the Blue River Town Hall, 0110 Whispering Pines Circle, Blue River, Colorado, for review and inspection by the public and for purchase for a moderate cost as required by *Ordinance Codes Adopted by Reference*, Sections 31-16-201 through 31-16-206, C.R.S.; and

WHEREAS, the Board of Trustees has determined that the adoption of the National Electrical Code will further the health, safety and welfare of the inhabitants of the Town.

**BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF BLUE RIVER, COLORADO:**

**Section 1.**     **Adoption of 2020 National Electric Code.** Section 18-3-10 of the Town of Blue River Municipal Code is amended to read as follows in its entirety:

**Sec. 18-3-10.            National Electrical Code adopted.**

- (a)     The National Electric Code 2020 edition, published by the National Fire Protection Association, 1 Batterymarch Park, Quincy, Massachusetts 02169 (commonly referred to as the "NEC"), is hereby adopted by reference as if set forth herein. The subject matter of the adopted code includes provisions

and standards considered necessary for safe electrical design, installation, and inspection to protect consumers and property from electrical hazards.

- (b) No building shall be hereafter constructed, erected, enlarged, altered, or moved into the Town unless the same shall, as to design, construction, quality of materials and workmanship, conform with the National Electrical Code, as adopted and as may be amended.

**Section 2. Amendment of Section 18-3-20.** Section 18-3-20 of the Town of Blue River Municipal Code is amended to read as follows in its entirety:

**Sec. 18-3-20. Copy on file.**

At least one (1) copy of the National Electrical Code, 2020 Edition, is now filed in the principal office of the Town of Blue River and may be inspected during regular business hours. The National Electrical Code as adopted shall be available for sale to the public from the Town of Blue River in accordance with Section 31-16-206, C.R.S.

**Section 3. Penalties for Violation of National Electric Code as adopted.** A new Section 18-3-30 of the Town of Blue River Municipal Code is added for the purpose of establishing penalties for the violation of the National Electric Code.

**Sec. 18-3-30. Penalties for violation of the National Electrical Code.**

It is unlawful and shall be a violation of the Municipal Code for any person to erect, install, repair, alter, relocate, add to, replace, demolish, use, occupy, or maintain any building or structure, or cause or permit the same to be done, in violation of the National Electric Code as adopted by the Town of Blue River ("NEC"). In addition to other sanctions set forth in the NEC, a person who violations the NEC may have his or her license and/or permit revoked or suspended and/or may receive a penalty in an amount not to exceed the maximum amount authorized in Section 1-4-20 of this Code.

**Section 4. Notice and Hearing.** Pursuant to *Ordinance Codes Adopted by Reference*, Sections 31-16-201 through 31-16-206, C.R.S.; the Town caused this Ordinance to be introduced to the Board of Trustees on October 19, 2021, notice was made in the official newspaper of general circulation for the Town at least fifteen (15) days and again at least eight (8) days prior to public hearing, and a public hearing was conducted on November 16, 2021, prior to the Boards consideration of this Ordinance.

**Section 5. Severability.** Should any one or more sections or provisions of this Ordinance be judicially determined invalid or unenforceable, such judgment shall not affect, impair or invalidate the remaining provisions of this Ordinance, the intention being that the various sections and provisions are severable.

**Section 6. Minor Revision or Correction Authorized.** The Town Manager, in consultation with the Town Attorney, is authorized to make minor revisions or corrections to the codified version of the provisions of this Ordinance provided that such revisions or corrections are grammatical, typographical, or non-substantive and do not alter or change the meaning and intent of this Ordinance.

**Section 7. Repeal.** Any and all ordinances or codes or parts thereof in conflict or inconsistent herewith are, to the extent of such conflict or inconsistency, hereby repealed; provided, however, that the repeal of any such ordinance or code or part thereof shall not revive any other section or part of any ordinance or code heretofore repealed or superseded and this repeal shall not affect or prevent the prosecution or punishment of any person for any act done or committed in violation of any ordinance hereby repealed prior to the effective date of this Ordinance.

**Section 8. Effective Date.** Except as otherwise expressly provided herein, the provisions of this Ordinance shall become effective thirty (30) days after final passage and publication.

**INTRODUCED** pursuant to Section 31-16-203, C.R.S. on October 19, 2021; and

**READ, PASSED, ADOPTED AND ORDERED PUBLISHED** following a public hearing at a regular or special meeting of the Board of Trustees of the Town of Blue River, Colorado, held on the 16th day of November, 2021.

\_\_\_\_\_  
Toby Babich, Mayor

ATTEST:

APPROVED AS TO FORM:

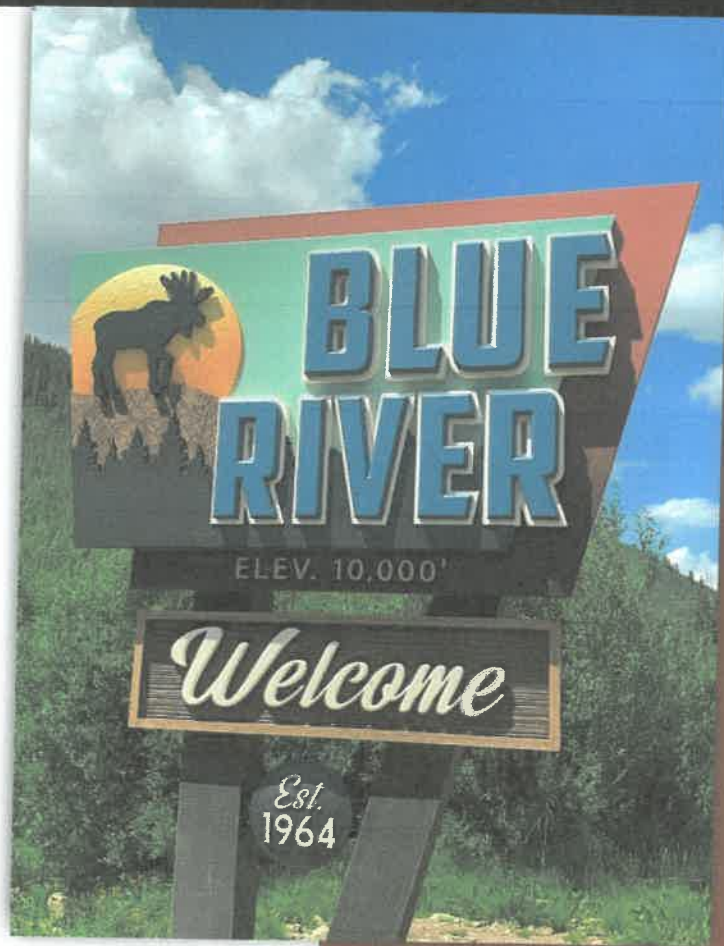
\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Town Attorney

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2022

# Town of Blue River Budget Report



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## Budget Memorandum

Date: October 12, 2021

To: Mayor Toby Babich & Blue River Board of Trustees

From: Michelle Eddy, Town Manager/Clerk

RE: 2022 Budget Memo

I am pleased to present the 2022 Budget in accordance with State Statutes and the Blue River Municipal Code. The Town of Blue River is in a good financial position. The Town has seen increased revenues in taxes and fees due to increased online sales and overall property values. In 2021, the Town saw a sharp increase in sales, lodging, and building fees. This has enabled the Town to maintain a stable financial position as well as invest in capital projects and obtain a single employee housing unit. The 2022 Budget reflects stable revenues and budget priorities focused on capital improvements and employee retention.

For 2022, the Town has set Spruce Creek Road as a priority for capital improvement work. The initial project scope is to work from Crown Drive down to Hwy 9. In addition, the Board of Trustees have allocated funding for initial work on potential 2023 projects. Priorities have been set on continued Town Park improvements which were not completed in 2021. Focus for roads will be to continue improved maintenance and planning n troublesome areas.

The General Fund Budget reflects an increase in Public Safety. The funding for Public Safety is centered on tactical training and joint operations with Dillon, Frisco, and Silverthorne through MERT (Municipal Emergency Response Team). Under the Conservation Trust Fund, focus will be on Town Park enhancements, as well as trail easements and development. After evaluation of the compensation report from the Employers Council, the Board of Trustees has set new wage categories for all staff for both retention and future recruitment.

Reserves and the Capital fund remain steady. New funding is being dedicated to the future development of a recreational path from Breckenridge to Hoosier Pass. In addition, funding received through the American Rescue Plan will be dedicated towards a partnership with the Town of Breckenridge to run broadband from Breckenridge to Town Hall.

Thank you to the Board of Trustees and Staff for all their hard work on the 2022 Budget.



# Town Administrator's 2021 Fiscal Summary

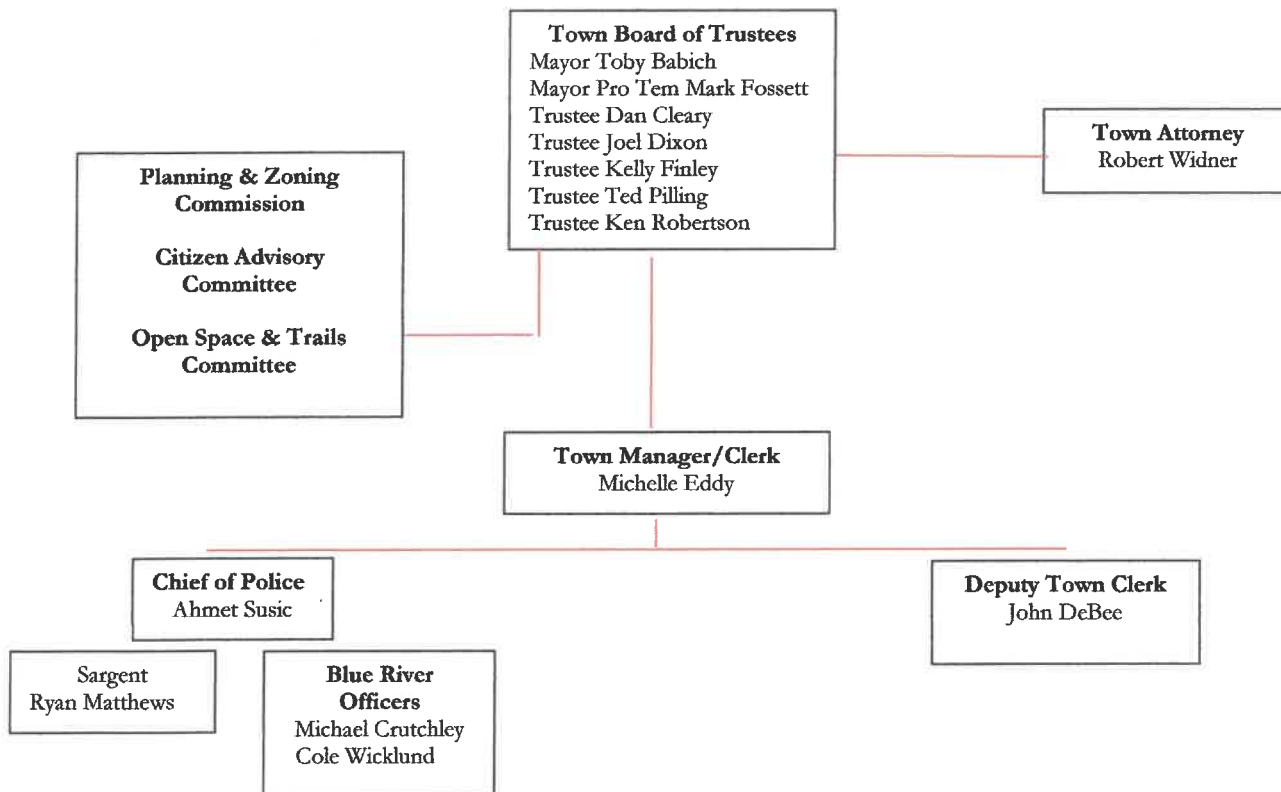
This summary is organized into 2021 retrospective and general fiscal notes

## 2021 Retrospective

The Town of Blue River was incorporated in 1964. It was developed as a residential community and remains solely, a residential community today. The Town is a Statutory Town with a council-manager form of government. The seven-member Board of Trustees determines policies, enacts local legislation, adopts the budget, and appoints the Town Manager. The Town Manager executes the laws and administers the Town government. The Board of Trustees appoints the Town Attorney, Planning & Zoning Commission, and any established committees. The seven-member Planning & Zoning Commission's responsibility is to review development applications in accordance with the building code and Architectural Guidelines. In 2014, the Town hired its first full-time employee, a Town Administrator aka Town Manager. At that time, the population was 867. The 2020 Census shows the Town full-time population at 877. There are a total of 935 lots within the Town of Blue River. There are estimated to be 90 buildable lots remaining in Blue River. Except for four neighborhoods, all roads within the Town of Blue River are dirt roads maintained through a contract.

Despite concerns of the pandemic impact, the Town of Blue River has been able to maintain overall revenues and see significant increases. The Town is fully staffed with the Town Manager, Deputy Clerk, three full-time Police Officers and one part-time Officer.

## Organizational Chart



## Town of Blue River Overview 2022 Budget

Revenues for the 2022 budget total \$2,130,133.13. The Town's primary revenue source remains taxes and fees which provides 73% of the total revenues. Other revenues include building permits and fees; court fines and business and lodging registration income.

### General Fiscal Notes

Sales and lodging taxes will continue to see an increase due primarily to online sales and the increase in lodging tax revenues. The number of homes registering for short-term rentals has remained steady. There are currently 158 registered homes in Blue River rented on a short-term (less than 30 days basis.)

The population in Blue River continues to grow with 40% of homes being occupied by full-time homeowners. The 2020 Census shows the population of Blue River remaining strong with only a slight increase. There have been 5 homes sold year to date in 2021 with an average sales price of \$1,166,989.

The Town of Blue River property tax increased by 7% from 2021. Overall home values continue to increase. Large increase in revenues is due primarily to sales and lodging taxes.

### 2022 Budget Overview

#### General Fund

Beginning Balance: *As of 10/31/21:	\$3,676,279.34
Revenues	\$2,130,133.13
Expenditures	\$1,716,018.78
Net	4,311,764.73

#### Capital Fund

Beginning Balance	\$885,305.19
Contribution	\$501,000.00
Expenditures	\$816,000.00
Total	570,305.19

#### Conservation Trust Fund

Beginning Balance	\$108,076.88
Revenues	\$8,500.00
Expenditures	\$40,000.00
Net	\$76,576.88

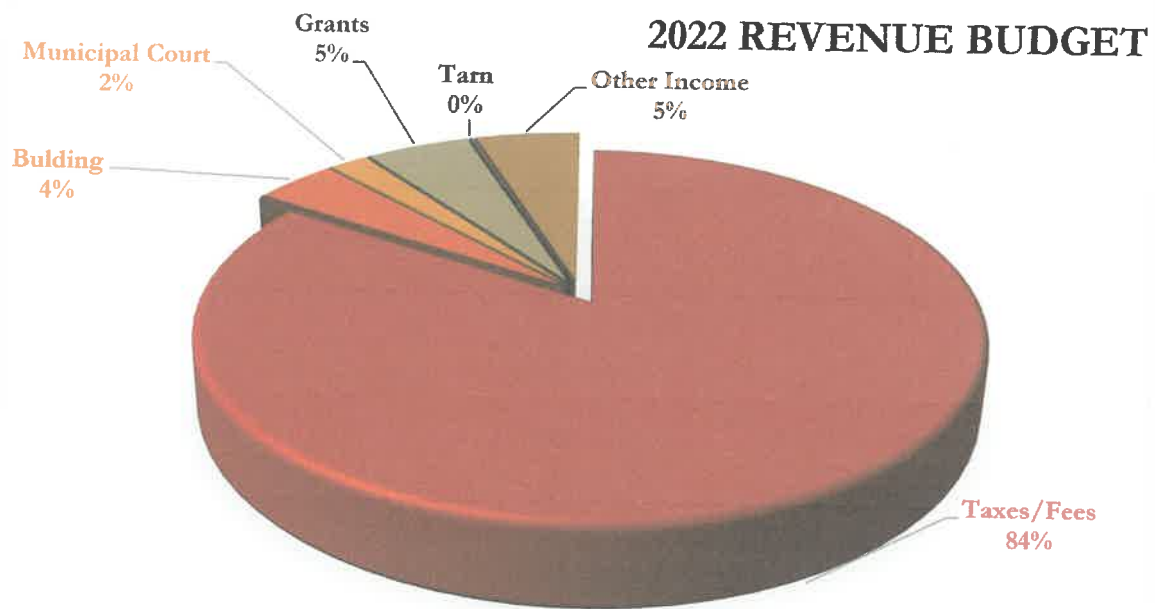
**American Rescue Plan Fund**

Beginning Balance	\$115,746.97
Revenues	\$115,746.97
Expenditures	\$231,493.94
<b>Net</b>	<b>\$0.00</b>

**Recreation Path Fund**

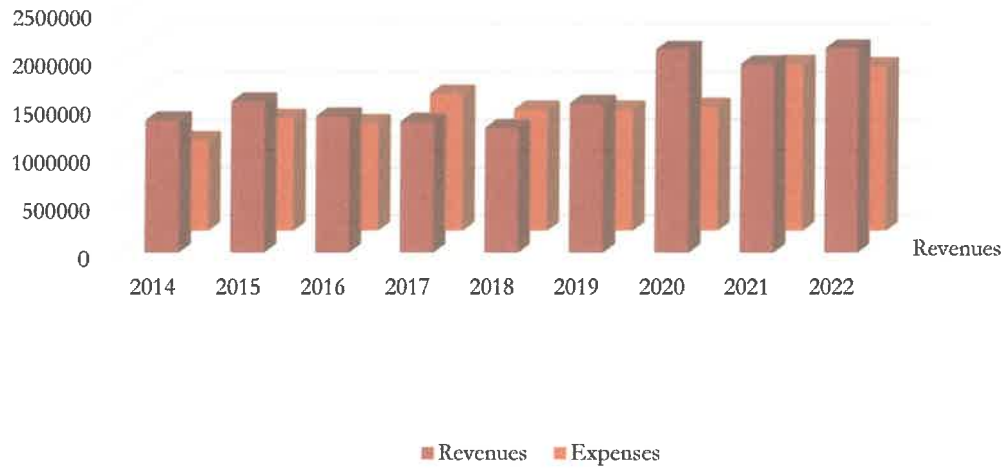
Beginning Balance	\$0.00
Revenues	\$50,000.00
Expenditures	\$0.00
<b>Net</b>	<b>\$50,000.00</b>



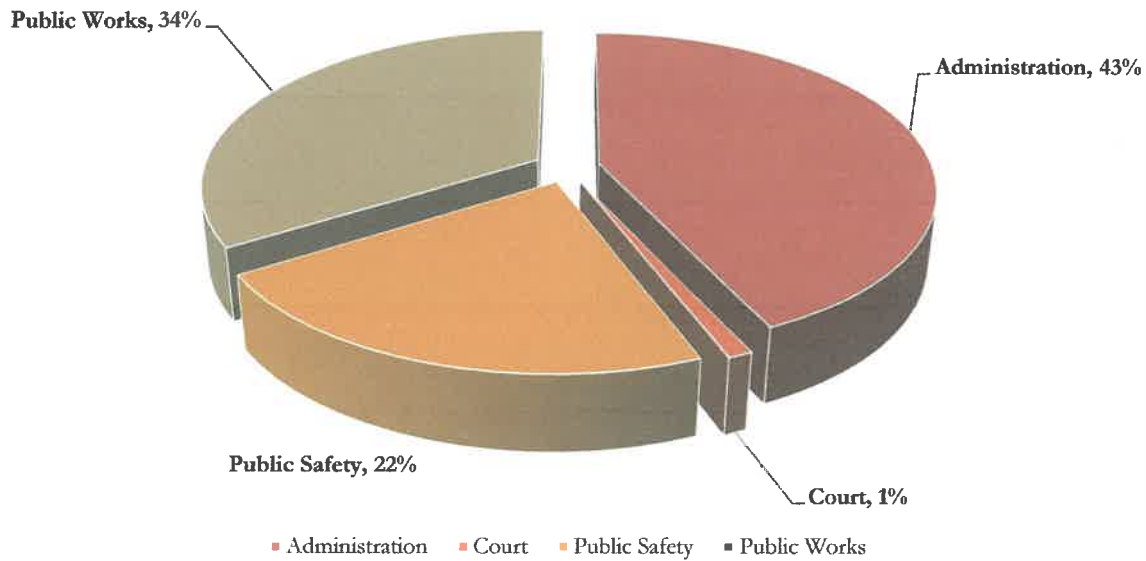


\*2021 YTD 9/30/2021

## Revenues vs. Expenses



## 2022 Budgeted Expenses



As seen in the chart, most expenses for the Town of Blue River is in the Public Works Department and administration. The above is for the General Fund and does not reflect Capital Road Improvement expenses. The roads within Blue River remain the greatest asset and greatest expense.

The Town has budgeted moderate funding increases for Public Works (roads) and there has been an increase in funding for Public Safety. A large focus for the 2022 budget is capital improvements of roads and infrastructure.



**Town of Blue River  
2022 Budget  
Combined Balance Sheet**

	<b>General Fund</b>	<b>Capital Fund</b>	<b>Conservation Trust</b>
<b>Beginning Balance</b>	\$3,897,650.38	\$885,305.19	\$108,076.88
<b>Revenues</b>	\$2,130,133.13	\$501,000.00	\$8,500.00
<b>Expenses</b>	\$1,716,018.78	\$816,000.00	\$40,000.00
<b>Fund Balance</b>	\$4,311,764.73	\$570,305.19	\$76,575.88

	<b>American Rescue Plan Fund</b>	<b>Recreation Path Fund</b>
<b>Beginning Balance</b>	\$115,746.97	\$0.00
<b>Revenues</b>	\$115,746.97	\$50,000.00
<b>Expenses</b>	\$231,493.94	\$50,000.00
<b>Fund Balance</b>	\$0.00	\$50,000.00

**Town of Blue River  
General Fund Revenues  
2021 Budget**

	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021 10/31/21</b>	<b>2022 Budget</b>
<b>Beginning Balance</b>	\$1,702,774.25	\$1,780,356.89	\$2,856,428.69	\$3,676,279.34	\$3,897,650.38
<b>Revenues</b>					
<b>Taxes/Fees</b>	\$1,053,370.54	\$1,240,066.03	\$1,759,995.46	\$1,584,788.09	\$1,77,458.13
<b>Building</b>	\$126,591.58	\$93,910.28	\$77,812.51	\$154,934.50	\$85,700.00
<b>Court</b>	\$32,907.22	\$33,433.45	\$44,336.99	\$30,938.70	\$45,100.00
<b>Tarn</b>	\$4,200.00	\$3,555.00	\$6,350.00	\$20.00	\$0.00
<b>Grants</b>	\$107,585.95	\$88,338.16	\$121,371.60	\$90,881.64	\$110,625.00
<b>Other</b>	\$84,171.86	\$94,155.48	\$106,487.61	\$100,418.60	\$111,250.00
<b>Total</b>	<b>\$1,408,827.15</b>	<b>\$1,553,458.40</b>	<b>\$2,116,354.17</b>	<b>\$1,961,981.53</b>	<b>\$2,130,133.13</b>





	2018	2019	2020	2021 10/31/21	2022 Budget
<b>Expenses</b>					
<b>Administration</b>	\$310,538.86	\$393,312.53	\$364,044.05	\$943,281.37	\$739,314.00
<b>Public Safety/Court</b>	\$155,309.50	\$201,431.53	\$288,806.64	\$250,399.80	\$390,304.00
<b>Public Works</b>	\$406,259.69	\$476,118.00	\$524,265.29	\$546,929.32	\$586,400.78
<b>Total</b>	<b>\$1,327,546.55</b>	<b>\$1,266,558.50</b>	<b>\$1,296,503.52</b>	<b>\$1,740,610.49</b>	<b>\$1,716,018.78</b>





*Town Board of Trustees  
Mission Statement*

*The Town of Blue River endeavors to nurture  
our serene mountain community by  
Conserving our natural residential  
environment,  
Promoting unity with our neighbors and  
surroundings,  
Channeling the voice of our residents, and  
enhancing the quality of life of all*



# **Town of Blue River**

## **General Fund-Administration Department**

### **2022 Budget**

#### **Budget Narrative-Administration**

The Administration Department for the Town of Blue River includes the administrative personnel, elected and appointed officials, employee benefits, community engagement and funding, town hall expenses and utilities. The department is the hub of all operations for the town. Currently, there are two full-time paid staff members, seven elected Trustees and seven Planning/Zoning Commissioners.

#### **Administration Accomplishments-2021**

- The Town appointed a Comprehensive Plan Committee that spent the last year updating the 2015 Comprehensive Plan. The group of eight drafted a new plan reflective of the Town's current position and future vision.
- The Trails Committee has made progress on a Trails Plan and is developing a strategy for a south to north trail.
- The Citizen Advisory Committee continues work on community engagement. The Committee awarded one high school scholarship; implemented the Weed/Seed program; established the Bear Proof Trash Can program and conducted improvements at Town Park.
- Monthly Newsletters-The Town continues to expand its community outreach to the residents. Monthly newsletters, Facebook pages, Instagram, Twitter, and emails are sent to provide continuous communication to the residents.
- The Town has established texting option providing citizens an opportunity to receive Town alerts and information.

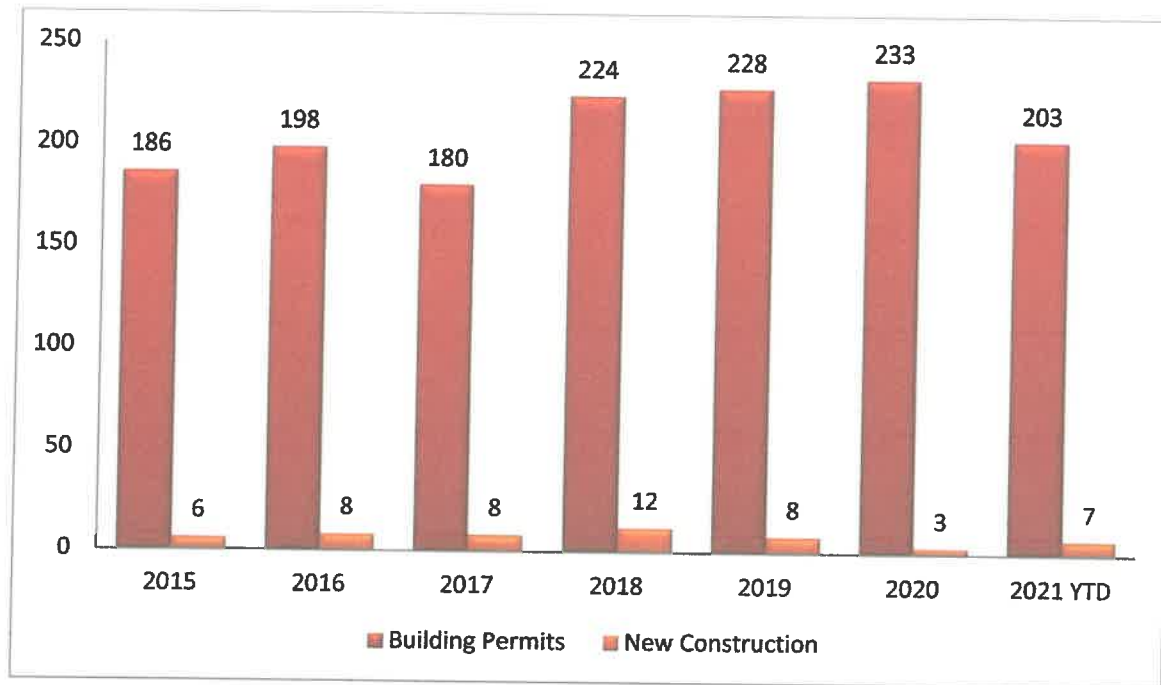
#### **Administration Goals for 2022**

- ***Goal #1: Technology***
  - Improve permitting system for continued efficiency with building permits
  - Complete work on archiving all Town documents.
  - *Performance Measure:*
    - All Town documents will be scanned and stored in the cloud. This will allow for easy retrieval as well as safety backup in case of emergencies.
    - Allow for more online options for contractors to obtain permits.
- ***Goal #2: Community Engagement***
  - Increase the community engagement through established events.
  - Develop a volunteer base as well as utilize the Citizen Advisory Committee and Trails Committee for community projects.
  - Continue expansion of the Defensible Space Program
    - *Performance Measurement*
      - With the increase in events, there will be more residents involved and connection with the community.



## Town of Blue River General Fund-Public Works

### Building Permits by Year



### Budget Narrative-Public Works

The Public Works Department provides building permitting, road maintenance, snow removal, and wildfire defensible space program. In 2021, there has been an increase in new construction and overall permits. Permits issued were generally for home remodels. There have 8 new construction projects in 2021. It is anticipated that as buildable lots decrease and become more difficult to build, activity will shift to repairs, remodels, and additions. The Town of Blue River utilizes Citizen Serve for permitting, code enforcement and licensing. The Town contracts with Charles Abbot, LLC for all building inspections and plan review.

In 2021, 47 homes participated in the wildfire defensible space grant program. Homeowners are increasingly working towards defensible space and fire protection activities.

Roads within the Town of Blue River, being primarily dirt, were graded three times in 2021. Road base was added to areas, ditching and crowning were conducted to help facilitate proper drainage. Ongoing mitigation has assisted in road maintenance efforts improving drainage and overall wear and tear. Plans are to continue with extra grading as well as more preventative maintenance in 2022.

The Town has increased the budget to provide for park enhancements and landscaping around the gateway signs.



**Goal #1:**

- Continue and increase the preventative maintenance program for all roads to ensure longevity.

*Performance Measurement:*

- With preventative maintenance the occurrence of larger issues should be mitigated, and resident concerns addressed in a timely manner.

**Goal #2:**

- Continue with Town Park improvements.

*Performance Measurement:*

- Additional landscaping and new features to be added for overall usage at Town Park.
- Enhanced landscaping at gateways including down lighting to improve appearance at Town entrances.



## **Town of Blue River General Fund-Public Safety**

### **Budget Narrative-Public Safety**

Since 2017, the Town of Blue River has operated an independent “Marshal’s Office”. In 2019, the Marshal’s Office officially changed to become the Blue River Police Department. There are three full-time officers and one part-time. The Blue River Police Department provides 24/7 coverage of the Town. The Blue River Police Department is committed to crime prevention and working cooperatively with the community to identify and solve neighborhood problems.

### ***Goal #1: Update all Policies and Procedures to follow State Law Changes***

In 2020, Colorado State Law was changed mandating many new policies, and procedures for Police Departments Statewide.

#### *Performance Measurement:*

- Continue contract with Lexipol to update all Police Department Policies and Procedures to follow State Statutes

### ***Goal #2: Participation in MERT (Municipality Emergency Response Team)***

#### *Performance Measurement:*

- With the dismantling of the SWAT in Summit County. Blue River will enter into an agreement with Dillon, Frisco, and Silverthorne to form MERT. MERT will be a tactical trained team to response to area emergencies in our communities. Blue River will have trained officers for MERT.



## **Town of Blue River Capital Fund 2022 Budget**

### **Budget Narrative-Capital**

Over the last several years, focus has remained on large road improvement projects including widening the entrance of Spruce Creek Road; guardrail installation and road base to Lakeshore Drive; drainage work in 97 Circle and drainage road improvements along Blue River Road. Capital improvements have included the installation of 35 cisterns in 17 locations throughout the Town.

At the end of 2018, the Town of Blue River adopted the Capital Improvement Plan. This plan outlines capital improvements identified by the Board of Trustees, Planning & Zoning Commission, Town Appointed Committees, and residents. The focus is road improvements but also additional cisterns, trails, and recreation path. The plan identifies estimated cost, locations and types of improvements needed.

In 2019, the Town of Blue River has worked with the Town of Breckenridge, Summit County and CDOT on a Highway 9 Access Plan. An access plan provides a unified vision of the future access needs for a particular roadway corridor. The plan defines existing and future access locations and configurations, with consideration for spacing, traffic movements, circulation, and alternative access opportunities. It is a long-rang planning document that identifies access conditions that will be implemented as highway and land-use characteristics change. The plan developed includes a design for what a recreation trail from Breckenridge to Hoosier Pass could look like. The plan is awaiting final approval.



In 2022, the Town will focus attention to addressing the drainage and ongoing maintenance issue on Spruce Creek Road. The area to be addressed, following the Capital Improvement Plan is Crown Drive to State Highway 9.



## Town of Blue River Conservation Trust Fund 2022 Budget

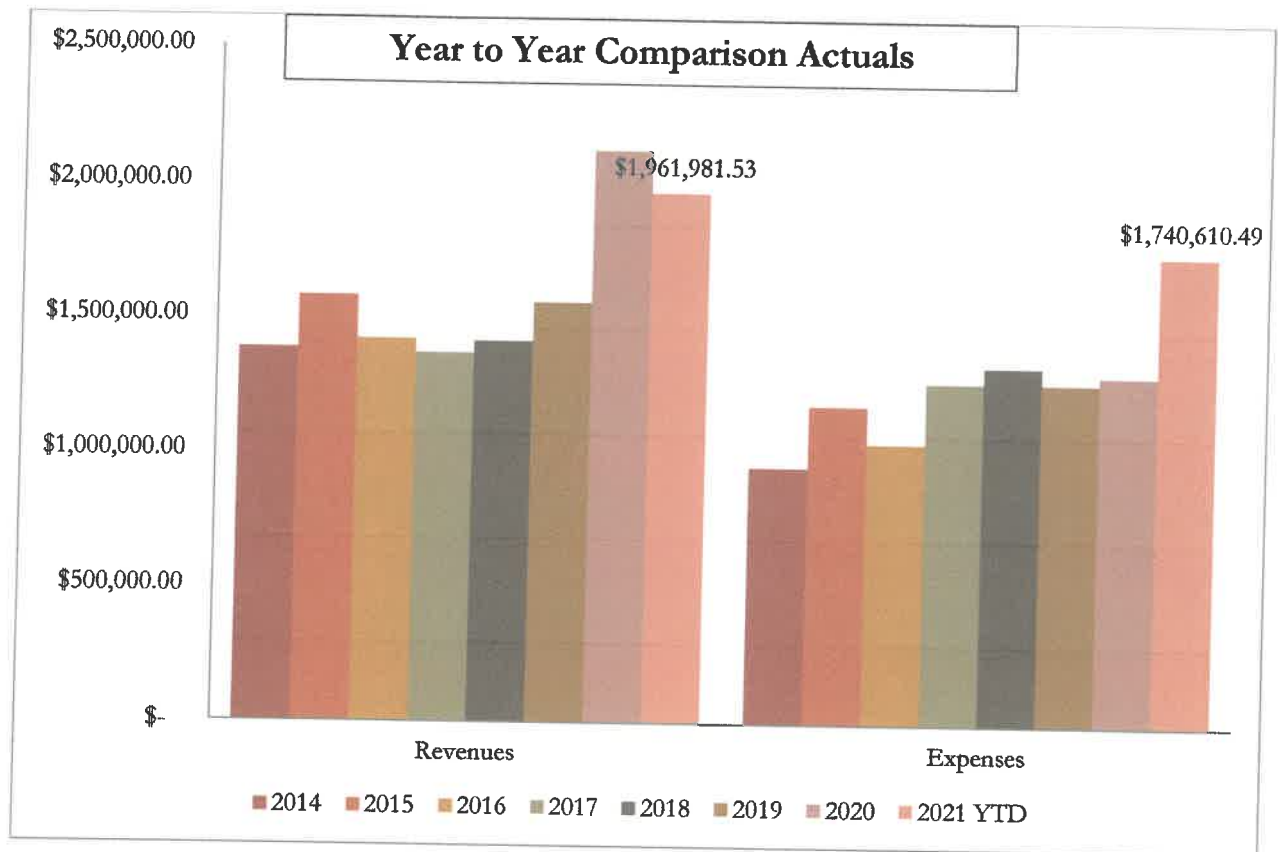
### **Budget Narrative-Conservation Trust**

The Conservation Trust revenues received are paid quarterly through the Department of Local Affairs on a per capita basis to 470 eligible local governments: counties, cities, towns, and Title 32 special districts that provide park and recreation services in their service plans. Funding can be used for the acquisition, development, and maintenance of new conservation sites or for capital improvements or maintenance for recreational purposes on any public site. A public site is defined by the department as a publicly owned site, or a site in which a public entity/local government holds an interest in land or water.

With the establishment of the Blue River Open Space and Trails Committee, there is opportunity to utilize the funds towards the development of a trail system in Blue River. Plans for the Conservation Trust Funds in 2022 include Town Park enhancements as well as obtaining easements, and trail improvements.







## 2022 Detailed Budget

General Fund	2018	2019	2020	2021 YTD	2022 Budget
<b>Beginning Balance</b>					
<b>General Fund Balance</b>	<b>1,702,774.25</b>	<b>1,780,756.89</b>	<b>2,856,428.69</b>	<b>3,676,279.34</b>	<b>3,897,650.38</b>
<b>Revenues/Inflows</b>					
<i><b>Taxes/Fees</b></i>					
General Property Tax	525,840.29	528,373.91	641,900.41	644,662.78	692,958.13
Delinquent Taxes	(82.65)	105.13	(7,187.81)	(7,533.34)	(7,500.00)
Lodging Tax	135,291.74	166,587.03	176,339.81	199,917.57	215,000.00
Specific Ownership Tax	30,442.55	27,125.71	32,711.38	23,772.84	25,000.00
Motor Vehicle License Fees	5,654.67	13,020.32	9,439.96	11,289.05	12,000.00
Sales Tax	290,916.43	425,616.72	842,140.13	650,234.01	775,000.00
Cigarette Tax	312.76	443.54	679.15	965.83	1,000.00
Highway User's Tax	48,656.47	61,449.63	42,700.78	40,435.23	42,000.00
Road & Bridge Fees	16,338.28	17,344.04	21,271.65	21,044.12	22,000.00
<b>Total Income Taxes/Fees</b>	<b>1,053,370.54</b>	<b>1,240,066.03</b>	<b>1,759,995.46</b>	<b>1,584,788.09</b>	<b>1,777,458.13</b>
<i><b>Building Department</b></i>					
Building Inspection Department	122,856.58	92,760.28	75,062.51	154,284.50	85,000.00
Architectural Review Fees	3,735.00	1,150.00	750.00	650.00	700.00
Development Fees					
<b>Total Income Building Department</b>	<b>126,591.58</b>	<b>93,910.28</b>	<b>77,812.51</b>	<b>154,934.50</b>	<b>85,700.00</b>
<b>Municipal Court</b>					
Court Fines	29,821.22	30,465.45	37,079.31	24,922.70	40,000.00
Ticket Surcharge	3,064.00	2,936.00	7,115.68	5,956.00	5,000.00
Marshal Office Income (VIN/Fingerprinting)	22.00	32.00	142.00	60.00	100.00



<b>Total Municipal Court</b>	<b>32,907.22</b>	<b>33,433.45</b>	<b>44,336.99</b>	<b>30,938.70</b>	<b>45,100.00</b>
<b><i>Tarn Income</i></b>					
Boat Fees	4,200.00	3,555.00	6,350.00	20.00	-
<b>Total Tarn Income</b>	<b>4,200.00</b>	<b>3,555.00</b>	<b>6,350.00</b>	<b>20.00</b>	<b>-</b>
<b><i>Grants</i></b>					
Defensible Space Grants	30,532.11	26,096.00	116,032.50	77,996.73	100,000.00
Cisterns	71,250.00	54,167.16		-	
Police Department Grants	5,803.84	8,075.00	5,339.10	12,884.91	10,625.00
<b>Total Grants</b>	<b>107,585.95</b>	<b>88,338.16</b>	<b>121,371.60</b>	<b>100,418.60</b>	<b>110,625.00</b>
<b><i>Other Income</i></b>					
Interest on Investments	4,388.60	127.07	3,247.11	441.37	1,500.00
Interest on Taxes	645.60	564.67	673.01	784.07	750.00
Natural Gas Franchise	49,865.48	57,559.07	57,365.45	56,354.86	58,000.00
Credit Card Fees	990.43	1,444.68	1,996.55	864.20	1,500.00
Lodging Tax Registration	16,262.50	17,217.75	18,970.00	21,805.79	25,000.00
Business Licenses	9,175.00	9,815.00	9,300.00	9,690.00	12,500.00
Administrative Misc. Income	2,844.25	7,427.24	14,935.49	10,478.31	12,000.00
<b>Total Other Income</b>	<b>84,171.86</b>	<b>94,155.48</b>	<b>106,487.61</b>	<b>100,418.60</b>	<b>111,250.00</b>
<b>Total Income</b>	<b>1,408,827.15</b>	<b>1,553,458.40</b>	<b>2,116,354.17</b>	<b>1,961,981.53</b>	<b>2,130,133.13</b>
<b>Expenses/Outflows</b>					
<b>Administration- Personnel</b>					
Salary Elected Officials	13,900.00	13,500.00	14,469.14	11,874.19	14,400.00
Town Manager	77,023.19	79,257.57	88,011.79	76,239.93	104,000.00

Deputy Town Clerk	6,397.61	38,635.87	45,666.93	44,760.78	53,000.00
Payroll Taxes	21,146.76	25,788.86	34,413.44	25,737.65	45,000.00
Payroll Service Fees	-	-	-		
Unemployment Payments		-		11,105.79	
Workman's Comp	11,146.00	6,305.00	5,986.00	7,013.00	10,000.00
Benefits (Health/Retirement)	23,937.74	25,868.95	50,398.02	23,266.17	75,000.00
Town Attorney Salary	12,516.18	18,079.55	38,719.50	34,438.00	50,000.00
Accounting	5,754.84	5,161.25	4,846.25	3,746.25	6,000.00
Audit	9,365.00	9,230.00	8,400.00	10,500.00	11,000.00
Other Expense				1,800.00	
<b>Total Admin Personnel</b>	<b>181,187.32</b>	<b>221,827.05</b>	<b>290,911.07</b>	<b>250,561.76</b>	<b>368,400.00</b>
<b>Administration</b>					
Office Supplies	6,811.32	4,470.78	9,402.63	6,483.09	9,000.00
Uniforms		-			500.00
Telephone	5,885.84	8,235.68	11,532.15	9,795.43	12,000.00
Postage	6.10	3.00		-	50.00
Printing & Publishing	4,099.51	3,832.15	6,536.52	5,426.66	7,000.00
Meetings & Events Expense	7,980.00	12,880.44	8,230.62	7,633.36	15,000.00
Training	8,270.00	7,645.25	2,822.57	3,537.24	6,000.00
Sales & Lodging Tax Admin		775.96	581.00	1,181.47	1,500.00
Professional Services/Membership Fees	730.27	1,103.50	1,103.71	9,551.22	10,000.00
Equipment Repairs & Lease	4,904.27	3,937.74	4,123.77	4,898.52	6,500.00
Technology	37,669.43	41,008.90	26,442.68	72,959.00	70,000.00
Community Engagement/Marketing	-	1,319.70	2,077.50		3,000.00
Community Fund		7,000.00	8,500.00	50.00	10,000.00



Scholarships		1,500.00	3,000.00		3,000.00
Insurance	8,067.61	16,556.20	16,740.27	24,510.16	30,000.00
Codifying	1,026.01	839.40	3,430.50		6,500.00
Elections	4,529.49	-	3,920.81	5,621.88	12,000.00
County Treasurer Fees	10,475.19	10,534.93	12,707.88	12,827.00	16,500.00
NWCOG	921.00	959.00	1,030.00	1,030.00	1,167.00
CML	1,169.00	1,175.00	1,558.00		383.00
CAST	630.00	630.00	630.00	315.00	630.00
Credit Card Charges	944.80	1,289.38	1,743.93	793.15	1,200.00
Tree Top Donation	1,000.00				-
HC3 Climate Action	3,000.00				-
Payroll Accrued/Health		7,860.32	5,699.47	6,989.42	10,000.00
Admin Misc.		35.00			-
<b>Total Administration</b>	<b>108,119.84</b>	<b>133,592.33</b>	<b>132,814.02</b>	<b>173,602.60</b>	<b>232,930.00</b>
<b>Town Hall Expense</b>					
Utilities	8,772.43	9,351.92	10,566.40	9,204.65	12,000.00
Trash	648.00	937.60	1,664.28	1,417.05	1,800.00
Supplies	570.06	792.39	1,257.51	557.52	1,500.00
Repairs & Maintenance	2,241.21	1,812.44	1,001.87	543.84	5,000.00
Employee Housing HOA				307.00	3,684.00
Employee Housing Utilities					3,600.00
Employee Housing Supplies					2,000.00
<b>Total Town Hall Expense</b>	<b>12,231.70</b>	<b>12,894.35</b>	<b>14,490.06</b>	<b>12,233.14</b>	<b>29,584.00</b>
<b>Planning &amp; Zoning</b>					
Planning/Zoning Salary	8,250.00	7,800.00	6,948.60	6,883.87	8,400.00



P & Z Professional Fees	350.00	1,300.00	7.92		
<b>Total Planning &amp; Zoning</b>	<b>8,600.00</b>	<b>9,100.00</b>	<b>6,956.52</b>	<b>6,183.87</b>	<b>8,400.00</b>
<b>Municipal Court</b>					
Judge Salary	6,500.04	6,500.04	6,211.15	5,137.13	6,500.00
Prosecutor Salary	8,800.00	8,800.00	10,400.00	7,587.10	9,600.00
Administration/Supplies	1,567.30	598.24	480.75	754.56	1,000.00
<b>Total Municipal Court</b>	<b>16,867.34</b>	<b>15,898.28</b>	<b>17,091.90</b>	<b>13,478.79</b>	<b>17,100.00</b>
<b>Public Safety</b>					
Salaries	108,972.45	125,058.78	223,611.17	180,268.93	280,000.00
Office/General Administrative Expense				3,957.00	4,000.00
Former Sheriff exp/MERT					5,000.00
Fuel-Police Department	2,315.12	3,228.03	6,643.32	7,371.58	10,000.00
Uniforms/Supplies	5,159.01	814.43	6,736.83	8,458.00	15,000.00
Auto (repair, maintenance, car wash)	7,447.13	54,690.67	11,195.46	7,642.33	10,000.00
Animal Shelter	2,175.00	1,500.00	2,075.00	2,100.00	2,100.00
Communications Center	5,760.00	7,643.94	18,433.00	19,029.00	22,000.00
Survivor Support		1,000.00	-		-
HASMAT	1,885.68	1,885.68	1,979.96	2,079.00	2,079.00
Radar Certification	45.00	120.00	40.00	-	200.00
PD Training				438.95	8,000.00
Professional Services		390.00	-	4,136.22	4,200.00
Extra Work/Grant Expense	4,682.77	5,100.00	-	1,440.00	10,625.00
<b>Total Public Safety</b>	<b>138,442.16</b>	<b>201,431.53</b>	<b>271,714.74</b>	<b>236,921.01</b>	<b>373,204.00</b>
<b>Public Works</b>					
Building Contract	55,730.86	58,452.14	61,058.40	55,008.36	63,750.00





Summit County Inspections				3,420.00	
SAFEBuilt				3,596.50	
Electrical Inspections	8,775.00	8,596.25	7,000.00	1,411.43	
Fuel Building Dept.			695.68		
Auto Repair/Maintenance Building Dept.				290.60	2,000.00
Streetlights Utilities	1,445.63	2,472.38	1,523.16	1,139.63	2,000.00
Snow Removal	185,173.42	196,327.90	196,450.48	176,289.16	208,350.78
Street Maintenance	97,392.40	126,605.51	123,202.69	97,401.67	160,000.00
Engineering	-	-	1,500	1,187.00	5,000.00
Road Signs	1,227.28	13,263.34	5,640.86	17,248.25	10,000.00
Tarn Passes	972.20	670.00	-		
Forest Improvements	2,900.40		-		
Wildfire/Defensible Space Grant	52,492.50	68,165.00	122,877.50	182,866.55	120,000.00
High Country Conservation Energy Grants	150.00	150.00	350.00	200.00	300.00
Town Park Maintenance	-	-		3,856.71	15,000.00
Trail Easements		1,416.00		3,013.46	
<b>Total Public Works</b>	<b>861,698.19</b>	<b>671,814.96</b>	<b>524,265.29</b>	<b>546,929.32</b>	<b>586,400.78</b>
General Fund to restricted Accts	455,438.50	195,696.44	38,259.92	500,00.00	100,000.00
<b>Total Expenses</b>	<b>1,327,146.55</b>	<b>1,266,558.50</b>	<b>1,296,503.52</b>	<b>1,740,610.49</b>	<b>1,716,018.78</b>
<b>Net Revenue/Expense</b>	<b>81,680.60</b>	<b>286,899.90</b>	<b>819,850.65</b>	<b>221,371.04</b>	<b>414,114.35</b>
<b>General Fund Reserves</b>					
TABOR Requirement	49,000.00	40,000.00	40,000.00	40,000.00	50,000.00
General Fund Contingent Reserve	400,000.00	500,000.00	600,000.00	600,000.00	750,000.00



<b>Total General Fund Reserves</b>	<b>449,000.00</b>	<b>540,000.00</b>	<b>640,000.00</b>	<b>640,000.00</b>	<b>800,000.00</b>
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### Capital Fund

<b>Capital Fund</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021 YTD</b>	<b>2022 Budget</b>
Beginning Balance	-	-	409,903.92	467,063.84	885,305.19
<b>Revenues</b>					
<i>Capital Contributions</i>					
General Fund	340,788.51	145,696.44	38,359.92	884,366.00	400,000.00
Other Contributions					
Other-Interest	-	-	-	118.44	1,000.00
<i>Grants</i>					
Cistern (DOLA)	71,250.00				
Summit County Wildfire Council		50,000.00			
<b>Total Revenues</b>	<b>455,438.51</b>	<b>195,696.44</b>	<b>76,519.84</b>	<b>884,484.44</b>	<b>501,000.00</b>
<b>Expenses</b>					
<i>Roads</i>					
Construction					450,000.00
Engineering					100,000.00
Legal	95,938.26				10,000.00
Easements					36,000.00
Surveys					10,000.00
<i>Town Hall</i>					
Construction	14,439.00	20,359.92			-
<i>Land</i>					
Acquisition				465,922.09	200,000.00
Legal					10,000.00
<i>Cisterns</i>	160,377.93	142,474.74	-	-	-
<b>Total Expenses</b>	<b>412,038.51</b>	<b>195,696.44</b>	<b>20,359.92</b>	<b>465,922.09</b>	<b>816,000.00</b>
<b>Balance</b>	<b>-</b>	<b>-</b>	<b>466,062.84</b>	<b>885,626.19</b>	<b>570,305.19</b>





## Conservation Trust Fund

Conservation Trust Fund	2018	2019	2020	2021 YTD	2022
Beginning Balance	73,364.25	82,626.46	93,143.19	102,706.10	108,076.88
<b>Revenues</b>					
CTF Receipts	9,262.21	10,516.73	9,562.91	8,384.24	8,500.00
<b>Total Revenues</b>	<b>9,262.21</b>	<b>10,516.73</b>	<b>6,000.00</b>	<b>7,077.63</b>	<b>7,000.00</b>
<b>Expenses</b>					
Trail Easements					10,000.00
Legal					5,000.00
Surveys					5,000.00
Town Park				3,013.46	20,000.00
<b>Total Expenses</b>				<b>3,013.46</b>	<b>40,000.00</b>
Balance	82,626.46	93,143.19	102,706.10	108,076.88	76,576.88

## American Rescue Plan Fund

	2021	2022
Beginning Balance	0	115,746.97
Revenue		
Contribution	115,746.97	115,746.97
DOLA Grant		
<b>Total</b>	<b>115,746.97</b>	<b>231,493.94</b>
Expense		
Engineering		100,000.00
Construction		131,493.94
<b>Total</b>		<b>231,493.94</b>
Balance	115,746.97	0



### Recreation Path

	2021	2022
Beginning Balance	0	0
Revenue		
Contribution		50,000.00
Total		50,000.00
Expense		
Balance		50,000.00



**RESOLUTION NO. 2021-14**  
**RESOLUTION TO ADOPT BUDGET**

(Pursuant to 29-1-108, C.R.S.)

A RESOLUTION SUMMARIZING EXPENDITURES AND REVENUES FOR EACH FUND AND ADOPTING A BUDGET FOR THE TOWN OF BLUE RIVER, COLORADO, FOR THE CALENDAR YEAR BEGINNING ON THE FIRST DAY OF JANUARY, 2022, AND ENDING ON THE LAST DAY OF DECEMBER, 2022.

WHEREAS, the Board of Trustees of the Town of Blue River has appointed Michelle Eddy, to prepare and submit a proposed budget to said governing body at the proper time; and

WHEREAS, Michelle Eddy, Town Manager, has submitted a proposed budget to this governing body on October 19, 2021, for its consideration, and;

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on November 30, 2021, and interested taxpayers were given the opportunity to file or register any objections to said proposed budget, and;

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues or planned to be expended from reserves/fund balances so that the budget remains in balance, as required by law.

NOW, THEREFORE, BE IT RESOLVED BY THE Board of Trustees of the Town of Blue River, Colorado:

Section 1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Town of Blue River for the year stated above.

Section 2. That the budget hereby approved and adopted shall be signed by the Mayor and made a part of the public records of the Town.

ADOPTED, this 30thday of November, A.D., 2021

\_\_\_\_\_  
Toby Babich, Mayor

Toby Babich, Mayor-  
Dan Cleary, Trustee-  
Joel Dixon, Trustee-  
Kelly Finley, Trustee-  
Mark Fossett, Trustee-  
Ted Pilling, Trustee-  
Ken Robertson, Trustee-

**RESOLUTION NO. 2021-15**  
**RESOLUTION TO APPROPRIATE SUMS OF MONEY**

(Pursuant to Section 29-1-108, C.R.S.)

A RESOLUTION APPROPRIATING SUMS OF MONEY TO THE VARIOUS FUNDS AND SPENDING AGENCIES, IN THE AMOUNT AND FOR THE PURPOSE AS SET FORTH BELOW, FOR THE TOWN OF BLUE RIVER, COLORADO, FOR THE 2022 BUDGET YEAR.

WHEREAS, the Board of Trustees has adopted the annual budget in accordance with the Local Government Budget Law, on November 30, 2021, and;

WHEREAS, the Board of Trustees has made provision therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget, and;

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues and reserves or fund balances provided in the budget to and for the purposes described below, thereby establishing a limitation on expenditures for the operations of the Town of Blue River.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BLUE RIVER, COLORADO:

Section 1. That the following sums are hereby appropriated from the revenue of each fund, to each fund, for purposes stated:

**GENERAL FUND:**

Operating Expenses	\$ 1,716,018.78
Reserves	\$ 800,000.00
<b>TOTAL GENERAL FUND</b>	<b>\$ 2,516,018.78</b>

**CAPITAL FUND**

Expenses	\$ 816,000.00
<b>TOTAL CAPITAL FUND</b>	<b>\$ 816,000.00</b>

**CONSERVATION TRUST FUND**

Expenses	\$ 40,000.00
<b>TOTAL CONSERVATION TRUST FUND</b>	<b>\$ 40,000.00</b>

ADOPTED THIS 30th day of November, A.D. 2021.

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**Toby Babich, Mayor**

**RESOLUTION NO. 2021-16**  
**RESOLUTION TO SET MILL LEVIES**

(Pursuant to 39-5-128, C.R.S. and 39-1-111, C.R.S.)

A RESOLUTION LEVYING PROPERTY TAXES FOR THE YEAR 2021, TO HELP DEFRAY THE COSTS OF GOVERNMENT FOR THE TOWN OF BLUE RIVER, COLORADO, FOR THE 2022 BUDGET YEAR.

**WHEREAS**, the Board of Trustees of the Town of Blue River, has adopted the annual budget in accordance with the Local Government Budget Law, on November 30, 2021 and;

**WHEREAS**, the amount of money necessary to balance the budget for general operating purposes from property tax revenue is \$ 692,958.13 and;

**WHEREAS**, the 2021 valuation for assessment for the Town of Blue River as certified by the County Assessor(s) is \$ 56,383,900.

**NOW, THEREFORE**, BE IT RESOLVED/ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF BLUE RIVER, COLORADO:

Section 1. That for the purpose of meeting all general operating expenses of the Town of Blue River during the 2022 budget year, there is hereby levied a tax of 12.290 mills upon each dollar of the total valuation for assessment of all taxable property within the Town of Blue River for the year 2021.

Section 2. For the purpose of collecting abated or refunded revenue from the previous tax year an additional 0.000 abatement levy is hereby certified.

Section 3. That the Town Manager is hereby authorized and directed to immediately certify to the County Commissioners of Summit County, Colorado, the mill levies for the Town of Blue River as hereinabove determined and set, or be authorized and directed to certify to the County Commissioners of Summit County, Colorado, the mill levies for the Town of Blue River as hereinabove determined and set, but as recalculated as needed upon receipt of the final (December) certification of valuation from the county assessor in order to comply with any applicable revenue and other budgetary limits.

ADOPTED this 30<sup>th</sup> day of November, A.D. 2021.

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**Toby Babich, Mayor**

## **RESOLUTION NO. 2021-17**

### **A RESOLUTION DESIGNATING ANY UNSPENT REVENUES AVAILABLE ON DECEMBER 31, 2021 AS NON-EMERGENCY RESERVE INCREASES.**

BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BLUE RIVER, COLORADO:

The Board of Trustees of the Town of Blue River, Colorado, hereby determines and declares that any and all year end balances shall be considered a non-emergency "reserve increase" and therefore a part of 2021 fiscal year spending: within the meaning of Article X, Section 20(2)(e) of the Colorado Constitution.

INTRODUCED, READ, APPROVED AND ADOPTED BY A MAJORITY OF THE BOARD OF TRUSTEES OF THE TOWN OF BLUE RIVER, COLORADO ON THIS 30<sup>th</sup> AY OF NOVEMBER, 2021.

TOWN OF BLUE RIVER

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**Toby Babich, Mayor**

**TOWN OF BLUE RIVER, COLORADO**  
**PLANNING AND ZONING COMMISSION**  
**RESOLUTION 2021-PZ-01**

**A RESOLUTION OF THE PLANNING AND ZONING COMMISSION APPROVING  
THE TOWN OF BLUE RIVER 2021 COMPREHENSIVE PLAN**

WHEREAS, the Town of Blue River ("the Town") is a statutory town duly organized and existing under Colorado law; and

WHEREAS, the Town, acting through its Planning and Zoning Commission, is empowered pursuant to C.R.S. §§ 31-23-201, *et seq.*, to adopt a master or comprehensive plan for the physical development of the municipality; and

WHEREAS, in furtherance of the Town's goals of developing an updated comprehensive plan ("Comprehensive Plan"), the Town created a Comprehensive Plan Committee; and

WHEREAS, the Comprehensive Plan Committee met numerous times to develop the vision, goals, and actions set forth in the Comprehensive Plan and initiated and executed an in-depth planning effort including outreach events and community surveys and involving Town staff, Town elected and appointed officials, property owners, citizens and other stakeholders; and

WHEREAS, a draft of the Comprehensive Plan was made available on the Town's website and the public was given the opportunity for review and comment; and

WHEREAS, a copy of the Comprehensive Plan is attached to this Resolution as an exhibit and is incorporated herein by reference; and

WHEREAS, in accordance with C.R.S. § 31-23-208, the Planning and Zoning Commission held a public hearing conducted on Tuesday, November 2, 2021, following the publication of notice once in the official newspaper of general circulation within the Town and once in the official newspaper of Summit County, as required by law. Because the official newspaper of the Town and the County is the same, a single publication was made to satisfy for both notices.

**NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING AND ZONING COMMISSION OF THE TOWN OF BLUE RIVER, COLORADO AS FOLLOWS:**

**Section 1.** The Comprehensive Plan attached hereto as **Exhibit A** is hereby adopted by the Planning and Zoning Commission. Copies of the Comprehensive Plan have been and will be made available for public inspection at the Blue River Town Hall, 0110 Whispering Pines Circle, Blue River, Colorado 80424, during regular business hours. The Comprehensive Plan expressly includes maps and descriptive matter intended by the Commission to form the whole of the Comprehensive Plan, all of which materials are contained within the Comprehensive Plan.

**Section 2.** In accordance with C.R.S. § 31-23-208, this Resolution, when attached to the Comprehensive Plan, shall serve to document the Comprehensive Plan's approval by the Planning and Zoning Commission.

**Section 3.** Following ratification and approval of the Comprehensive Plan by the Board of Trustees as required by C.R.S. § 31-23-206(1), the Town Manager shall cause to be sent a certified and attested copy of the Comprehensive Plan to the Board of County Commissioners of Summit County. Attachment by the Town Manager of a certified copy of this Resolution and a copy of the Board of Trustees resolution ratifying the Comprehensive Plan shall constitute certification and attestation of the Blue River Comprehensive Plan.


**Section 4.** **Effective Date.** This Resolution shall take effect upon its approval by the Town of Blue River Planning and Zoning Commission.

ADOPTED at a regular meeting of the Planning and Zoning Commission the \_\_\_\_ day of \_\_\_\_\_, 2021.

  
Town of Blue River Resolution No. 18, 2021 (06-04-2021)

Chairperson

ATTEST:

  
Town Manager or Town Clerk





# Town of Blue River

## Bylaws

### Open Space & Trails Committee

#### I. Establishment & General Purpose

- a. There is established by the Board of Trustees an Open Space & Trails Committee ("Committee") for the Town of Blue River.
- b. The general purpose of the Committee is to serve as an advisory committee of the Town and to provide advice and recommendations to the Board of Trustees concerning open space and trail needs within the Town.
- c. The Committee shall always act as a committee of members during properly posted open meetings in accordance with the Colorado Open Meetings Law.
- d. The Committee shall have no authority to bind the Town or to enter into contracts or agreements.
- e. Committee members shall not *individually* consult with or engage residents and property owners regarding open space and trails without the express direction of the Mayor or a majority of the Board of Trustees.

#### II. Membership and Terms

- a. The Committee shall be composed of seven (7) members each appointed by the Board of Trustees. Membership may be increased by the Board of Trustees up to nine (9) members.
- b. Members of the Committee shall be residents of the Town of Blue River at the time of their appointment to the Committee. Part-time residents may be appointed at the discretion of the Board of Trustees contingent on full participation in Committee meetings either virtually or in person.
- c. Of the members initially appointed and to maintain staggered terms and continuity of experience for the Committee, three (3) members shall be appointed to serve a term of three (3) years, three (3) members shall be appointed to serve a term of two (2) years, and one (1) member shall be appointed to serve a one-year term. After the expiration of such initial terms, each member appointed shall serve a term of three (3) years. Any person appointed to replace a member before the expiration of a term shall serve only the replaced member's remaining term.
- d. A member of the Board of Trustees may be appointed by the Board to the Committee as a Board Liaison to serve as a representative of the Board and to provide input and direction concerning Board direction and Town policies and regulations. The absence of an appointed Board Liaison shall not foreclose or restrict the Committee's authority to serve as a body and to exercise the authority granted to the Committee. The Board Liaison

shall be a full participating member of the Committee in all respects and may engage in the discussion and consideration of any and all matters pending before the Commission in the same manner and fashion as a resident member except that such Liaison shall not vote. The term of such Board Liaison appointment and the removal of the liaison shall be subject to the discretion of the Board of Trustees provided that an appointment shall automatically expire upon the expiration of the Board office of the appointed trustee. The Board of Trustees may remove an appointed liaison, appoint a new or an additional liaison, or otherwise direct liaison(s) in the performance of the liaison's duties at the Board's discretion.

### **III. Vacancies**

- a. A vacancy on the Committee shall occur whenever a member of the Committee is removed by the Board of Trustees, dies, becomes incapacitated and unable to perform their duties for a period of ninety (90) days, resigns, ceases to reside within the Town of Blue River, is convicted of a felony, or if not reappointed upon the expiration of a term.
- b. Although the Board of Trustees reserves the right to remove any member at any time for no reason or cause, a member of the Committee may also be removed by the Board of Trustees for misconduct, including but not limited to repeated absence from meetings, argumentative or belligerent behavior, violation of the code of ethics, or by recommendation by a majority of the Committee.
- c. During any term of appointment, a Committee member may not serve on another open space and/trails board, commission, committee, or body of another municipality within Summit County or Summit County.
- d. In the event a vacancy occurs, the Board of Trustees may appoint a successor to fill the vacancy and serve the remainder of the term of the former member. The manner or process of filling a vacancy shall be at the discretion and direction of the Board of Trustees.

### **IV. Organization**

- a. The Committee shall recommend to the Board of Trustees a Committee member to serve as the Committee's Chair and a Committee member to serve as Vice Chair. Alternatively, the Committee may nominate two or more Committee members to serve a position and request that the Board select from such nominations the person to serve in the position. The Board shall appoint the Chair and Vice Chair.
- b. The Chair, or in the Chair's absence the Vice Chair, shall be the presiding officer of all meetings. In the absence of both the Chair and Vice Chair from a meeting, the Committee members present shall appoint a member to serve as acting or temporary chair for the meeting.
- c. A Committee member shall be eligible for appointment and to hold a position as Chair or Vice Chair only during the member's term of office. The appointed Chair and Vice Chair will serve for a period of two (2) years unless a shorter period of appointment is set by the Board of Trustees. A member is limited to two (2) consecutive two-year terms as Chair or as Vice Chair.
- d. The Chair and Vice Chair will be required to attend one or more training sessions hosted by the Town of Blue River.

**V. Meetings, Posting, and Quorum**

- a. The Open Space & Trails Committee shall customarily meet the second Tuesday of each month at 6:00 p.m. A special meeting may be held upon the call of the Chair or, in the absence of the Chair, the Vice Chair, provided that the Town Manager confirms the ability to provide meeting space and to staff the meeting, as may be necessary.
- b. In accordance with the requirements of Section 24-6-402(2)©, C.R.S. the Board of Trustees hereby designates the Blue River Town Hall and the Town website at <https://townofblueriver.colorado.gov> as the locations where notices of meetings may be posted.
- c. All meetings shall customarily be held at Blue River Town Hall. A majority of the total number of members of the Committee (including vacancies) shall constitute a quorum for the transaction of business, but in the absence of a quorum, a lesser number may adjourn any meeting. Meetings may be held virtually or as a hybrid meeting as directed by the Chair or Vice Chair with the concurrence of the Town Manager who is responsible for the administrative setting of meetings.

**VI. Staff**

- a. The Town Manager or the Manager's designee shall serve as the administrative staff of the Committee and shall act in the capacity of executive secretary to the Committee for the purpose of facilitating communications, minutes, recording and coordination of legal notices and other matters.
- b. Depending on available resources and Committee funding, Staff is responsible for providing public communications, website, marketing, and facilitating events.
- c. Staff will draft letters, with input from the Committee.
- d. Staff will work with the Committee to prepare information for any needed mapping together with the Town's engineers and subject to the appropriation of funding and the approval of the Board of Trustees.

**VII. Duties of the Committee**

The Committee shall act primarily as an advisory committee to the Board of Trustees and in accordance with the Board's directives. More specifically, the Committee shall:

- a. Research, communicate and make recommendations to the Board of Trustees regarding opportunities or concerns for open space and trails.
- b. Review and recommend to the Board of Trustees desirable or necessary modifications to the Open Space & Trails Policies and Plans.
- c. Create a long-term vision for consideration by the Board of Trustees for trail connections within an Open Space & Trails Policy.
- d. Create maps of existing trails.
- e. Evaluate the feasibility of existing private or public pedestrian easements to integrate into a Town trail system.
- f. Create a list of existing trails that need additional easements, and a second list of possible new trails and connections that do not currently exist.
- g. Monitor trail proposals, plans, and projects within Summit County that may benefit the Town.

- h. Provide a formal written or verbal report to the Board of Trustees through the Committee Chair/Vice Chair at a minimum of once a quarter to the Board of Trustees. The reports will include a report for upcoming goals and achievements.
- i. Pursue projects assigned to the Committee by the Board of Trustees.

Regarding the performance of Committee's duties:

- a. The Committee shall perform its duties during properly scheduled and noticed public meetings of the Committee.
- b. The Committee shall work as a body and not as individuals with the understanding that the Committee and its members have no independent decision-making authority.
- c. Unless specifically authorized by the Board of Trustees, Committee members shall not present themselves as a representative of the Town or that they are acting on behalf of the Town in any matter.
- d. Unless expressly directed by the Board of Trustees, the Committee and its members shall not communicate or negotiate with residents or property owners regarding the purchase or sale of property, the use of pedestrian or other easements, or the reservation of land to serve open space or trail purposes.
- e. The Committee and its members are not authorized to direct or mandate the performance of administrative staff.

#### **VIII. Attendance**

- a. Members shall attend meetings and participate in discussions. Members shall be punctual in order that meetings start on time and to be respectful of other people's time.
- b. Members shall prepare in advance of meetings and be familiar with issues on the agenda.
- c. Absence for three or more consecutive unexcused absences or fifty percent (50%) of the total scheduled meetings may result in the Board of Trustees' removal of the member from the Committee.

#### **IX. Emails**

- a. All Committee members will receive a Town of Blue River assigned email for the purposes of communication on Committee matters.
- b. Email access will be discontinued upon expiration or termination of a member's term.
- c. All members must follow the Code of Conduct and all laws regulating communication by the State of Colorado through the Colorado Open Records Act and Colorado Open Meetings Laws.
- d. All email communication by the Committee members concerning Committee business may be considered an open record and subject to public review.

#### **X. Dissolution**

The Open Space & Trails Committee may be dissolved at any time by the Board of Trustees.

**INITIALLY APPROVED BY THE BOARD OF TRUSTEES ON OCTOBER 16, 2018, AND  
AMENDED AND APPROVED BY MOTION AT A REGULAR MEETING HELD ON  
\_\_\_\_\_, 2021.**



TO: Board of Trustees, Town of Blue River  
FROM: Blue River Open Space and Trails Committee  
DATE: November 11, 2021  
RE: Committee Goals

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Trustees,

In response to Board's request for our Committee to define tangible, actionable goals for the near and medium term, please see below.

These goals are consistent with, and in fact drawn from, the Blue River Open Space & Trails Plan, dated December 15, 2020. The goals listed here are a tactical plan to the more strategic goals listed in that document. However, as the below goals get executed, the Committee may amend the larger document and the strategy therein as our plans become more defined.

3 months, end of February 2022:

- Map of a long term vision for Blue River's trail system
  - Map of existing trails
  - Map of all current easements, "platted" and those already obtained by the town
  - Map of long term vision of interconnected trails and access points

6 months, end of May 2020:

- Priorities and Plan
  - Prioritize trails, connections, and access points in order of importance, timing, ease
    - Document rationale for prioritization
  - Plan for Approach
    - Define approach and action plan to meet the goals, such as hosting a public forum, promoting to the community the "why" of the trail system, etc.

1 to 5 Years

- Please see page 16 of the Blue River Open Space & Trails Plan

The Committee looks forward to input from the Board on these goals.

Respectfully Submitted,  
Members of the Blue River Open Space and Trails Committee

**TOWN OF BLUE RIVER, COLORADO**

**RESOLUTION 2021-18**

**A RESOLUTION ADOPTING AN INTERGOVERNMENTAL AGREEMENT FOR THE  
MUNICIPAL EMERGENCY RESPONSE TEAM  
(MERT)**

WHEREAS, the Town of Blue River ("the Town") is a statutory town duly organized and existing under Colorado law with the power to provide for law enforcement and emergency response in accordance with state law; and

WHEREAS, emergencies may arise within the Town, and within one or another of the jurisdictions within Summit County, which may be of such intensity and duration as to place greater demands on the Town or the other jurisdictions' personnel and equipment than the Town or jurisdiction can handle with its own resources; and

WHEREAS, it is in the best interest of jurisdictions within Summit County to cooperatively provide for and maintain uniform equipment, training, policies and procedures, and personnel standards, pertaining to each other's tactical and negotiations team so that each may have the service of the other jurisdictions to aid and assist it in exceptional instances when other than standard police procedures and weapons are required; and,

WHEREAS, the Parties desire to establish and implement by intergovernmental agreement a joint Blue River, Dillon, Frisco, and Silverthorne Municipal Emergency Response Team – hereinafter referred to as the *Municipal Emergency Response Team* ("MERT"),

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF BLUE RIVER, COLORADO as follows:

The attached Intergovernmental Agreement by and between the Towns of Blue River, Frisco, Dillon, and Silverthorne as hereby approved.

ADOPTED at a regular meeting of the Board of Trustees the 30th day of November, 2021.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Town Clerk

**INTERGOVERNMENTAL AGREEMENT  
(Municipal Emergency Response Team)  
(MERT)**

This Intergovernmental Agreement is made and entered into among the Town of Blue River, Colorado ("Blue River") the Town of Dillon, Colorado ("Dillon"), the Town of Frisco, Colorado ("Frisco"), and the Town of Silverthorne, Colorado ("Silverthorne"), hereinafter referred to as the "Parties" and is effective \_\_\_\_\_ 2021.

**WITNESSETH:**

WHEREAS, the Parties hereto are each authorized to lawfully provide, establish, maintain, and operate law enforcement and other emergency services; and,

WHEREAS, emergencies may arise, in one or another of the jurisdictions of the Parties, which may be of such intensity and duration as to place greater demands on that jurisdiction's personnel and equipment than the jurisdiction can handle with its own resources; and,

WHEREAS, it is in the best interest of each of the Parties to maintain uniform equipment, training, policies and procedures, and personnel standards, pertaining to each other's tactical and negotiations team so that each may have the service of the other Parties to aid and assist it in exceptional instances when other than standard police procedures and weapons are required; and,

WHEREAS, the Parties desire to establish and implement a joint Blue River, Dillon, Frisco, and Silverthorne Municipal Emergency Response Team – hereinafter referred to as the MUNICIPAL EMERGENCY RESPONSE TEAM, (MERT) and,

WHEREAS, other parties who provide similar services and maintain similar equipment may, in the future, desire to be included in this Agreement; and,

WHEREAS, establishment of joint MERT Team through this Intergovernmental Agreement ("IGA") serves a public purpose and will promote the safety, security, and general welfare of the inhabitants of the Towns of Blue River, Dillon, Frisco, and Silverthorne.

NOW THEREFORE, for and in consideration of the promises and covenants of the Parties set forth herein, it is mutually agreed by and between each of the Parties as follows:

1. Provisions of Article 5, Title 29, the Colorado Revised Statutes, as amended from time to time throughout the term of this IGA, are incorporated herein by this



reference. The Statute shall control in the event of a conflict between the Statute and this Agreement.

2. It is understood and agreed that this IGA provides for the joint exercise by the Parties of the function or service provided herein but does not establish a separate legal entity to do so, nor does this IGA establish any employee of any Party as an employee or agent of any other Party for any purpose whatsoever. This IGA shall provide only for sharing of in-kind services and costs by the Parties toward the establishment of a common mutual goal, said goal being the joint development of MERT, to be utilized in exceptional instances when other than standard police procedures, weapons and response are required.
3. Each Party agrees, subject to the limitations herein set forth, to aid and assist the other, by causing and permitting its designated group of law enforcement personnel who are selected, trained, and equipped to work as a coordinated MERT Team to be used in responding to resolve critical incidents that are so hazardous, complex, or unusual that they may exceed the capabilities of first responders or investigative units which occur in the jurisdiction of the other. Critical incidents include but are not limited to barricaded armed individuals, hostage situations, execution of high-risk warrant service, riotous crowd control, threat of potential sniper activities, terrorist incidents, or other exceptional instances when other than a standard police response. The need for such aid and assistance shall be determined by the requesting Party's Chief of Police, or his/her designee, and upon such a request the Parties agree that the Party or Parties receiving such a request must respond as timely as possible. It is understood and agreed that each Party shall use its best efforts to maintain appropriate personnel and funding in support of this IGA. All Parties shall, however, be excused from making their equipment or services available to the other in the event of the need of such equipment or manpower in their respective jurisdictions. A Party's decision as to availability or equipment or services shall be conclusive.
4. Each Party shall establish, maintain, and implement mutually agreed upon policies and procedures governing uniform equipment, training and personnel standards required to operationalize this IGA, subject to the following:
  - a. A governing board shall be maintained to establish uniform policies, rules, procedures and promulgate such, establish an annual operating budget to provide funds for equipment, weapons, ammunition, uniforms, training, and personnel costs and oversee operational and administrative matters of concern to MERT, referred to as the "Governing Board." The Governing Board shall include the Parties' Chiefs of Police or designee of each town or his/her designee. The operating budget shall be subject to annual approval by each Party's governing body. (REVIEWED ANNUALLY IN JUNE/JULY)



- b. The Parties' Chiefs of Police shall be unanimous in agreement with the selection or appointment of each Party's MERT members prior to operationalizing this joint MERT IGA. The Commander's appointment will be through a formal selection process outlined in the MERT Policies, and all such MERT Policies shall be mutually agreed upon by the respective Parties. The MERT Commander's recommendation for selection or appointment of Team members shall be considered as part of the decision-making process.
- c. Personnel assigned or appointed to the tactical team portion of the MERT Team shall successfully pass and maintain mutually agreed upon performance standards such as firearm qualifications and physical fitness standards. Personnel assigned or appointed to the MERT negotiation team shall not be required to complete physical fitness standards; however, they shall be required to maintain the performance standards for firearm qualifications set by the Parties' respective law enforcement agency. All MERT members shall maintain all other mutually agreed upon performance standards established by each Party's law enforcement agency.
- d. Personnel who have passed the performance standards are not eligible for appointment to MERT unless the Parties' Chiefs of Police all agree to such assignment. The MERT Commander's recommendation for appointment of Team members shall be considered as part of the decision-making process. Any personnel assigned to MERT shall be removed from MERT at any time, after consideration of the facts, a recommendation from the MERT Commander and a majority vote of the Governing Board (as defined herein). A MERT Commander or Team Leader shall be removed from their respective leadership positions, after a consideration of the facts, and a majority vote of the Governing Board.
- e. A Party's Chief of Police may remove any assigned personnel to MERT under their direct command with or without cause.
- f. It is understood and agreed that such mutually agreed upon policies and procedures shall require that each Party shall maintain a level of personnel and equipment necessary to safely and effectively deploy MERT during exceptional instances and/or to resolve critical incidents that are so hazardous, complex, or unusual that they may exceed the capabilities of first responders or investigative units and when other than a standard police response is required to meet its obligations under this Agreement.
- g. Personnel assigned to MERT shall be subject to the supervision of the supervisory and command personnel assigned to MERT regardless of which Party assigned personnel to the MERT Team.

- h. It is understood and agreed that the MERT Team Commander may recommend discipline or removal to the Governing Board as a direct result of personnel's involvement or participation in MERT. Should disciplinary action be recommended, it shall be undertaken or declined at the sole and exclusive discretion and responsibility of the person's respective agency. The person's continued membership in MERT, however, shall be subject to approval of the majority vote of the Governing Board.
- 5. It is understood and agreed that in the event that the MERT Team is requested by a Party, MERT will be mobilized by the MERT Commander, or his/her designee, who will then discuss and agree to incident objectives with the head of the Party (AND/ OR DESIGNEE) or the on-scene Incident Commander. It is further understood and agreed that during all authorized MERT missions the MERT Commander reports to the Incident Commander. The Incident Commander will not make specific tactical decisions. The on-scene Incident Commander retains overall responsibility for patrol personnel, outer containment, logistical support, and Public Information (PIO) designee.
- 6. Each Party shall, always, be responsible for its own costs incurred in the execution of this IGA.
- 7. The Parties will mutually agree to an equal sum to be placed into an account annually. The purpose of this fund is to offset costs associated with the MERT team, to include, but not be limited to, training and equipment costs associated with functioning of the team.
- 8. One agency will be designated to "house" the account and provide documentation of the expenditures to be made available to any contributing entity at any time. In the event of the dissolution of this team, the balance of the funds in the account will be disbursed on an equal basis. If one entity leaves the team, a disbursement of 25% of the funds will be disbursed. New participants in this IGA shall be permitted by written amendment hereto, approved by all Parties.
- 9. All equipment mutually acquired or purchased by the team will remain the property of MERT. If MERT is dissolved, all mutually held equipment will be disposed of in an agreed upon manner by the Parties members prior to dissolution.
- 10. Any claims against any Party, their Boards, Councils, employees, officers, or agents incurred as a result of any act or omission by that Party or its employees, officers, and agents pursuant to the terms of this IGA, or the provisions of C.R.S. §§ 29-5-103, 29-5-104 and 29-5-108, shall be subject to the provisions of Article 10, Title 24 C.R.S. The Parties are relying on, and do not waive or intend to waive by any

provision of this IGA, the monetary limitations or any other rights, immunities, and protections provided by the Colorado Governmental Immunity Act, § 24-10-101 et seq., C.R.S., as from time to time amended, or otherwise available to the Parties, their officers or employees.

11. Each Party shall provide the other Parties written evidence of general liability and police professional liability coverage for an amount not less than the limits of liability provided by the Colorado Governmental Immunity Act, CRS 24-10-101 et seq., (as amended from time to time throughout the term of this IGA) for protection from claims for bodily injury, death, property damage or personal injury which may arise during the term of this IGA. Membership by a Party in the Colorado Intergovernmental Risk Sharing Agency (CIRSA) or the equivalent Municipal government insurance pool shall satisfy this requirement. Receipt of such evidence shall be acknowledged by each Party prior to the commencement of this IGA, and on each annual renewal of such insurance policies.
12. It is understood and agreed by the Parties hereto that if any part, term or provision of this IGA is held by a court of competent jurisdiction to be illegal or in conflict with any law of the State of Colorado, the validity of the remaining portions or provisions shall not be affected, and the rights and obligations of the Parties shall be construed and enforced as if the IGA did not contain the particular part, term or provision held to be invalid.
13. Each and every term, provision or condition herein is subject to and shall be construed in accordance with the provisions of Colorado law, the Charters of all Parties, and the ordinances and regulations enacted pursuant thereto.
14. This IGA shall be binding upon the successors and assigns of each of the Parties hereto, except that no Party may assign any of its rights or obligations hereunder, without the prior written consent of all the other Parties.
15. It is expressly understood and agreed that enforcement of the terms and conditions of this IGA, and all rights of action relating to such enforcement, shall be strictly reserved to the named Parties hereto, and nothing contained in this IGA shall give or allow any such claim or right of action by any third person to this IGA. It is the expressed intention of the named Parties that any person other than the named Parties receiving services or benefits under this IGA shall not be deemed to be a third-party beneficiary of this IGA.
16. The Parties enter into this IGA as separate, independent governmental entities and shall maintain such status throughout.
17. This IGA embodies the entire agreement of the Parties. The Parties shall not be bound by or liable for any statement, representation, promise, inducement or understanding of any kind or nature not set forth herein. No changes, amendments,

or modifications of any kind of any of the terms or conditions of this IGA shall be valid unless reduced to writing and signed by all Parties.

18. Any Party hereto may terminate its participation in this IGA with or without cause upon thirty (30) days prior written notice to the other Party. This IGA shall remain in force and effect with respect to the remaining parties. Violations of any section herein may result in exclusion of a Party in writing, unanimously agreed upon by the Governing Board.
19. Notwithstanding anything herein contained to the contrary, each of the Party's obligations under this IGA are expressly subject to an annual appropriation being made by such Party's governing body in the amount sufficient to allow such Party to perform its obligations hereunder. No Party's obligations hereunder shall constitute a general obligation indebtedness or multiple year direct or indirect debt or other financial obligation whatsoever within the meaning of the Constitution or laws of the State of Colorado.
20. The intergovernmental agreement between the Parties related to the formation of SWAT, dated October 27th, 1999, the modified Memorandum of Understanding, dated November 29<sup>th</sup>, 2004, and the IGA dated January 1<sup>st</sup>, 2014, are hereby terminated.

Effective on the date first written above:

TOWN OF SILVERTHORNE

By: \_\_\_\_\_  
Anne Marie Sandquist, Mayor

ATTEST:

\_\_\_\_\_, Town Clerk

TOWN OF FRISCO

By: \_\_\_\_\_  
Hunter Mortensen, Mayor

ATTEST:

\_\_\_\_\_  
Town Clerk

TOWN OF DILLON

By: \_\_\_\_\_  
Carolyn Skowra, Mayor

ATTEST:

\_\_\_\_\_  
Town Clerk

TOWN OF BLUE RIVER

By: \_\_\_\_\_  
Toby Babich, Mayor

ATTEST:

By: \_\_\_\_\_  
Town Clerk



**Blue River Staff Report**  
November 2021

Town of Blue River  
0110 Whispering Pines Circle  
Blue River, CO 80424

970-547-0545  
[michelle@townofblueriver.org](mailto:michelle@townofblueriver.org)  
<https://townofblueriver.colorado.gov>



### **Communications & Happenings**

- **Pay As You Throw**
  - Program established by HC3. This is being reviewed by other towns. Information is included in the packet.
- **Snow Removal**
  - The snow removal contract began November 1<sup>st</sup>. Due to increase fuel cost, a fuel surcharge has been added to the 2021-2022 contract. The surcharge will be on actual plow days and not a flat fee added each month.
- **Short Term Rental Renewals**
  - Information and renewals has been sent out to existing licensees for 2022. All licenses expire December 31, 2021.
- **Citizen Advisory Committee**
  - Trunk or Treat was a great success.
  - The Committee will be setting goals for the upcoming year.
- **Spruce Creek Road Engineering Update**
  - A survey of the area was completed in late September. We are currently in the process of finalizing the scope of work and fee, as well as developing a preliminary project schedule. Right now we are anticipating design to begin in the beginning of 2022, with public engagement beginning in Spring/Summer of 2022.
- **Sales Tax Collection**
  - Per the October 2021 discussion on sales tax collections. Below is an email from the State of Colorado October 2020 explaining how sales tax is allocated and collected on our behalf.
    - The Town of Blue River is assigned a location code in our system and anyone that adds that location and files a return will pay the town of Blue River. So in your reports you will see everyone that filed and paid based on the location code for Blue River. This covers anyone that collected tax based on point of delivery which includes online sales. We have worked very hard with the short term rental businesses to make sure they are aware of Blue River and the complexities of your Town sharing the zip code with Breckenridge. All that aside it's very important to understand that the changes to sales tax made through HB19-1240 outlined in our sales tax guide ([https://www.colorado.gov/pacific/sites/default/files/09.2020\\_Colorado%](https://www.colorado.gov/pacific/sites/default/files/09.2020_Colorado%20SalesTaxGuide.pdf)

[20Sales%20Tax%20Guide.pdf](#)) have had an impact on our collection of local taxes. The bigger portion happening in October of 2019 with Marketplace facilitators ([https://www.colorado.gov/pacific/sites/default/files/09.2020\\_SUTT%20Marketplaces.pdf](https://www.colorado.gov/pacific/sites/default/files/09.2020_SUTT%20Marketplaces.pdf)).



## **Town Statistics**

Facebook Page Likes

Town-1,283

Police Department-799

Instagram-941 followers

Twitter-63 followers

Residents on Email List-916

Blue River News-1,066

**Business Licenses-254**

**Lodging Registrations-162**

## **Building Statistics**

**October**

Permits Issued: 19

YTD: 207

Inspections: 36

New Construction 2021: 9

Certificates of Occupancy: 7

## **Municipal Court**

**October/November**

Total tickets written for October  
Court: 12

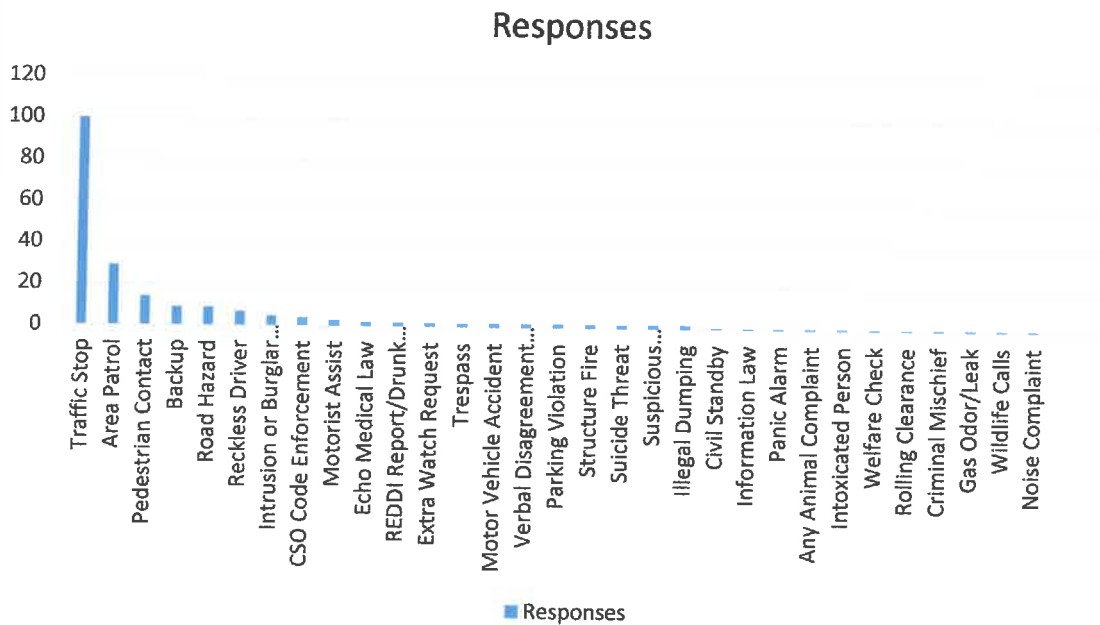
Total on the November Docket: 12

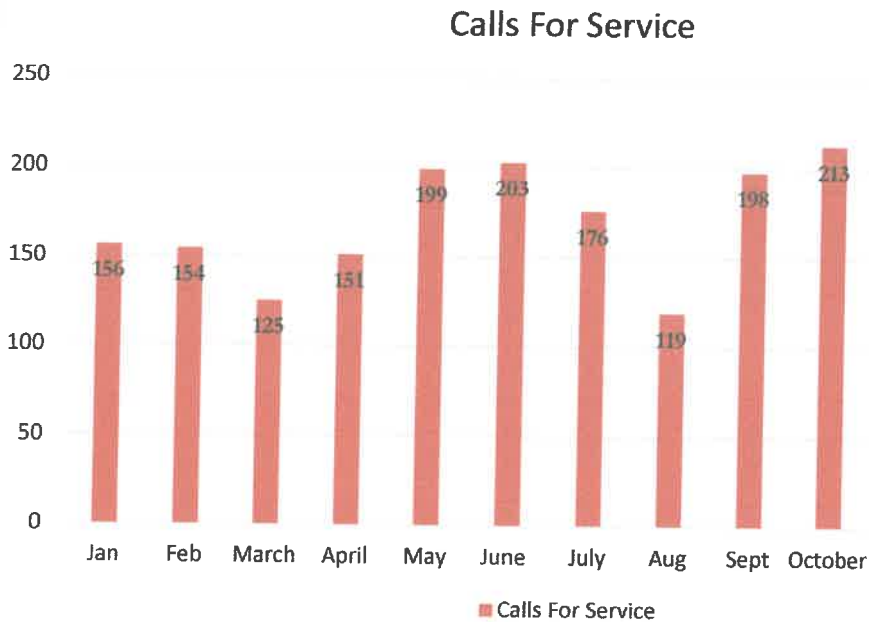
Total November Failure to appear(s): 2

Total November OJW(s): 0



For the month of October 2021:





### **Training**

Officer Wicklund has cleared his training and he is assigned to patrol duties. We have recruited an officer from Breckenridge PD and hope to start him December 1<sup>st</sup> of 2021.

### **Critical Statistics Incident numbers**

1. Presentation of Weapons – 0
2. Uses of Force – 0
3. Vehicle Pursuits – 0

### **Public Safety**

We have completed two death investigations during this month. Both investigations yield a natural cause of death. We also received certificate of appreciation for our contributions and cooperation with the Ptarmigan Fire. Sgt Matthews received a big thank you from Sheriff's Office (Commander Straw) for his help with Jail operations (both documents are attached).

### **Email:**

Ryan,

I want to thank you sincerely for all the help you've given us this last year. Your help has really made a difference, and has helped get us out of a stressful time. You are a huge asset to our community, and you will always be a part of the Detentions family. I know your Chief knows this, but he is lucky to have you.

Be well, sir, and don't be a stranger.

Best,

Jake



## **Financial Summary Report**

Prepared by: Michelle Eddy, Town Manager  
October 31, 2021

### **Revenues:**

Sales Taxes, Lodging Taxes and Building fees are well ahead of budget. Overall revenues are 50.04% ahead of budget.

### **Expenses**

Expenses reflect the purchase of the Blue River Condo for employee housing. Expenses for Technology are due to replacement of equipment from a lightning strike. Wildfire grant expenses are also ahead of budget due to more participants. Increases in Public Safety are due to turnover and training within the Police Department. Overall expenses are above budget by 49.51%.

Net revenues are ahead of budget by 52.59%.

### **Reserve Accounts\*As of 11/10/2021**

#### **Unrestricted**

Reserve accounts Alpine Bank:	\$1,340,061.07
Reserve account First Bank:	\$100,001.00
CD's Citiwide Bank:	\$211,251.72
Colorado Trust:	\$535,334.06
CSAFE:	\$100.00
Petty Cash	\$1,148.16
Illiquid Trust Funds:	\$1,187.42
<b>Total Unrestricted</b>	<b>\$2,189,083.43</b>

#### **Restricted**

American Rescue Plan Funds:	\$115,746.97
Conservation Trust:	\$111,115.94
<b>Total Reserves Restricted</b>	<b>\$226,862.91</b>

## **BASIC PAYT POLICY COMPONENT RECOMMENDATIONS** for Local Governments in Summit County

- ✓ *Resident = any residential property with individual trash carts*
- ✓ *Commercial generator = any commercial or institutional business/enterprise and any residential property with communal (shared) trash cart systems*

### General Policy

- Towns/County to establish minimum list of materials for curbside collection (*may differ for residents & commercial generators*)
- Recyclables contamination >15% can be considered trash
- Trash overflows prohibited (lid doesn't close, materials outside of cart)
- Organics (food and yard waste) collection is encouraged but not required
- Compliance with existing Town/County hauler licensing & designated disposal site rules is required

### PAYT Residential Collection – Requirements for All Haulers Providing Regular Trash Collection to Residential Customers

- Default trash size for those who don't select service = medium size cart (e.g., 64 gallons)
- Minimum recycling cart with every trash service level = medium size cart (e.g., 64 gallons but can be larger) collected at least every other week
- Collection shall be frequent enough to prevent overflows
- Trash (weekly) & recycling (at least every-other-week) will be collected on same day of the week
- Use of subcontract haulers allowed if all requirements above & hauler licensing requirements are met
- Annual/new customers notification of service/pricing options
- Tag & photograph trash overflow/contaminated recyclables
- Bi-annual hauler reporting to include
  - Trash, recyclables and organic tons collected within residential & commercial sectors
  - Total number of residential & commercial accounts
  - Residential services & pricing options
  - Facilities used for trash disposal, recyclables processing or management of other materials
- Quarterly reports of streets or neighborhoods with repeated recyclables contamination
- Maintain records for minimum of 3 years from end of calendar year
- Allow record audits during regular business hours - full confidentiality under CRA will be maintained

### PAYT Education & Other Resources (see attached table, next page)

- Public communications required of haulers – include notifications identified above plus
  - Keeping websites up to date with service options & pricing
  - Distributing up to 3 hard copy fliers/year to all customers (e.g., through bill inserts) produced by Town/County
- Container labelling by haulers – all carts to include hauler name & contact information, all recycling carts to include acceptable recyclables information, all outdated hauler & recycling information to be removed
  - On new or refurbished carts prior to deployment under PAYT system
  - On existing carts within 3 months of PAYT policy approval date

## EDUCATION TOOLS & RESOURCES POTENTIALLY PROVIDED BY TOWNS/COUNTY

EXAMPLES	COMMENTS
Community meetings	At program on-set & with any significant changes
One-on-one staff interactions	During PAYT sign-up period & short-term implementation
Regular campaigns (e.g., annual) on specific topics	Upon report of multiple contaminated recyclable violations
On-going communications	E.g., recyclables contamination, plastics recycling, new materials, new processing requirements
Residential materials (at program on-set & available through website throughout program) – fliers, cart stickers, fridge magnets, etc.	Website, social media, TV, radio
Provide partial funding to off-set cart exchanges, purchase wildlife-resistant carts or similar	List of required recyclable guidelines
Provide resources to assist haulers in taking back existing carts for redeployment or replacement with new containers	

### EXAMPLE EXEMPTIONS from OTHER COLORADO PAYT PROGRAMS

Self-haulers (exempt from PAYT cart & pricing requirements but must still recycle)	Transporters of recyclables only
Civic, community, benevolent or charitable non-profit organizations	Transporters of only liquid waste, discarded appliances, furniture, abandoned vehicles, HHW, etc.
Property owner/agent transporting materials discarded on owner property by tenant	Town/County organization for materials generated by org, from public containers or special events
Demolition or construction contractors or landscaping companies	De minimis generation of recycling materials (e.g., recyclables generation < ½ trash generation)
Group accounts/HOAs with service contracts in place prior to policy (limited to length of current contract or 18 months whichever is shorter)	Others deemed by gov't (space constraints, public safety, etc.)

*Exemptions may be short-term (e.g., maximum of 1 year) or long-term (e.g., maximum of 5 years)  
Exemptions typically part of overall process for resident or hauler to apply & local govts to review*



# PAYT EXAMPLES for SUMMIT COUNTY

Government (population)	Definition of Residential	Current PAYT Program		Historical Program Levels	Hauler License	Containers	Volume & Flat Pricing	Service Surcharge Reqts	Recyclables Contamination Cap	Wildlife-Resistant Measures	Overflow Restriction	Municipal Administrative Fees	Diversion Rate	Comments
		Description	Bundled Pricing(\$ per household-month)											
OPEN COLLECTION SYSTEMS														
Aspen (7,400) PAYT in 2005	Residences with individual containers	All levels incl weekly recycling  Multiple service levels based on 32 gal	100% pricing differential & bundled T+R req'd  NA	  Hauler pricing large T+R Up to \$65 (2012) Up to \$100 (2015)	Yes  Biannual reporting	Provided by either hauler or customer	Volume-based only	All charges must reflect 100% differential	15%	Yes	Yes	None	33% (MSW)	YW ban - city/county SCRAPS program Currently looking at mandatory composting
Boulder (106,400) PAYT in 2001 TRO	Residences with individual containers, applies to HOAs	All levels incl unlimited recycling & minimum 32-gal composting  Multiple service levels based on 32 gal	100% pricing differential & bundled T+R+O req'd (<80% w/ fees)	2001 subscription 64 gal - 60%  2012 subscription 32 gal - 50%; 64 gal - 35%; 96 gal - 15%	Yes  Annual Reporting	Provided by either hauler or customer	Flat allowed in addition to 100% volume but must not exceed 32-gal service price	No surcharge but hauler passes on trash tax & bear cart rental	No	Yes	Not specified in code	Trash Tax - \$3.50/hh-month  2015 - 39% 2020 - 57% (MSW)	2015 - 39% 2020 - 57% (MSW)	Bundled T, R, O  Flow control city recyclables to Boulder County MRF
Fort Collins (165,600) PAYT in 1995	Residents with individual containers, applies to HOAs	All levels with weekly R, min 18 gal & max 192 gal 32 gal - 39% 64 gal - 38% 96 gal - 22%	100% pricing differential & bundled T+R req'd (diluted)  32-gal pricing \$14/\$16.50	  2015 32/64/96 - 38%/38%/24% 2010 - 24%/37%/37%	Yes  Annual reporting (tons, prices, cart sizes)	Carts by hauler Pre-paid bags by customers	Flat/volume-based allowed for bag customers - flat must not exceed 75% of 32-gal service price	In addition to PAYT - must not exceed 25% of 32-gal price	25% for cardboard only	No	Must be charged proportional to 32-gal cart	None	28% (residential)	Cardboard disposal ban  Residential curbside YW hauler service upon request (seasonal)
Pitkin County (17,800 all county) PAYT in 2019	Residences with individual containers, applies to HOAs	All levels with min 32-gal recycling  At least 2 levels incl 32 gal	100% pricing differential & bundled T+R req'd (diluted)  T&R pricing can be itemized separately		Hauler registration  Annual reporting	Provided by either hauler or customer	Flat allowed in addition to 100% volume but must not exceed 50% of 32-gal service price	In addition to PAYT - must not exceed 25% of 32-gal price	25%	Yes	Yes	None	38% (MSW)	Flow control reqts for all county trash to Pitkin County Solid Waste Center

## PAYT EXAMPLES for SUMMIT COUNTY

Government (population)	Definition of Residential	Current PAYT Program		Historical Program Levels	Hauler License	Containers	Volume & Flat Pricing	Service Surcharge Reqts	Recyclables Contamination Cap	Wildlife-Resistant Measures	Overflow Restriction	Municipal Administrative Fees	Diversion Rate	Comments
		Description	Bundled Pricing(\$ per household-month)											
Vail (5,500) PAYT in 2014	Residences with individual containers	All levels incl weekly recycling (min 64 gal)	80% pricing differential & bundled T+R req'd	Challenge for haulers / residents to purchase 32-gal wildlife-resistant containers  2018 subscription levels 32 gal - 3%, 64 gal - 16%, 96 gal - 80%	Hauler registration  Bi-annual reporting	Provided by either hauler or customer	Volume-based only	None	25%	Yes	Not specified in code	None	24% (MSW) Eagle County 28% (MSW)	Eagle County MRF accepts dual-stream only (most curbside hauled to Denver)
SINGLE HAULER CONTRACT SYSTEMS														
Carbondale (6,900) PAYT in 2020	Most homes (very few MFUs) applies to HOAs	All levels incl EOW 64-gal recycling (10 trash levels available)	Bundled T+R (2020\$) (achieve 80% goal even with admin fee)		Contract Quarterly reporting	Provided by either hauler or customer	Volume-based only	Incl in hauler contract pricing	25%	Yes	\$25 each occurrence	17.5% over contract prices (incl in prices at left)	Increased about 25% with PAYT	Suggest fewer service options & better prepare for overflow surcharge push-back
Golden (20,700) PAYT in 2010	Residents up to 7 units, applies to HOAs opt outs pay minimum service price	2020 (all levels incl weekly 64 or 96 gal recycling) (achieve 100% pricing)		2010: Prices for 32 - 96 gal - \$6.19 - \$16.29 Subscription 32 gal - 27%; 64 gal - 20%; 96 gal - 47%	Contract Annual reporting	Lease to own by city Pre-paid bags by customer	Flat/volume-based fee allowed for bag customers - flat must not exceed 35% of 32 gal service	Incl in hauler contract pricing	No	No	Yes	None outside of pricing at left	30% (residential)	City provides also serves small MFUs & requires licensed haulers to provide recycling to all shared-container accounts if upon request  2021 - moving to bundled T,R,O (previous voluntary curbside compost)
		32 gal EOW - 4%	\$6.20											
		32 gal - 29%	\$6.75											
		64 gal - 33%	\$13.50											
		96 gal - 29%	\$20.25											
192 gal - 2%	\$33.50		Subscription 32 gal - 31%; 64 gal - 25%; 96 gal - 38%											



# PAYT EXAMPLES for SUMMIT COUNTY

Government (population)	Definition of Residential	Current PAYT Program		Historical Program Levels	Hauler License	Containers	Volume & Flat Pricing	Service Surcharge Reqts	Recyclables Contamination Cap	Wildlife-Resistant Measures	Overflow Restriction	Municipal Administrative Fees	Diversion Rate	Comments
		Description	Bundled Pricing(\$ per household-month)											
Louisville (20,900) PAYT in 2020 TRO	Single-family residents, opt-in for HOAs	All levels incl up to 96 gal recycling + up to 95 gal composting	2021 Republic contract (city billing >80% goal even with admin fee) \$15.44 TRO \$28.53 TRO \$41.62 TRO	2012 subscription levels 32 gal - 25%; 64 gal - 50%; 96 gal - 25% 2017 subscription levels 32 gal - 45%; 64 gal - 43%; 96 gal - 11% 2017 pricing \$25-\$42	Contract Annual reporting	Provided by resident	Contract pricing	Incl in contract hauler pricing	No	No but allowed on street collection day only	Not specified in code	\$2.35/hh-month incl in pricing at left	2012 - 48% 2020 - 44% both are residential only but incl recycling & organics	Bundled T, R, O  Add'l service levels & trash tags for overflows
PUBLIC COLLECTION SYSTEMS														
Durango (19,000) PAYT in 2011	Trash <8 units Recycling is <3 units	Only 60- or 90-gal carts for trash or recycling 60/60 - \$20.01 90/90 - \$28.43	2021 pricing \$20.01 \$28.43	2016 recycling participation 87% 60 gal trash - 80% 60 gal recycling - 91%	City collection	Provided by city	Pricing based on both volume incentives & actual costs	NA	No	Yes	Yes	\$2.68/hh-month re-cycling fee \$2.30/utility account-month sustainability program	33% (residential & commercial served by city)	Add'l service levels available 2021 RFP for private curbside compost collection partnership

Other administrative fees:

Lafayette (contract hauler) = \$0.50/hh/month  
Longmont (public collection) = \$2.96/hh-month

## BASIC URO POLICY COMPONENT RECOMMENDATIONS for Local Governments in Summit County

- ✓ Applies to any multi-family residential property that uses shared trash containers (versus PAYT which applies to residential properties with individual trash containers)
- ✓ Applies to any commercial property used by commercial or institutional business/enterprise including government facilities

### General Policy

- Towns/County to consider required list of materials for curbside collection (see table for current list)
- Recyclables contamination >15% can be considered trash
- Organics (food and yard waste) collection is encouraged but not required
- Compliance with existing Town/County hauler licensing & designated disposal site rules is required

### Requirements for All Haulers Providing Regular Trash Collection to Multi-Family & Commercial

- Every trash customer to have recycling service (variances, waivers, exemptions to be specified – see table)
- Provide customers with minimum recycling collection capacity
  - If trash dumpsters - recycling to be 50% of trash volume: if example business has 8-cy trash dumpster collected 2x/week, need 8 cubic yards of recyclables (or more) collected 1x/week (or more frequently)
  - If trash compactors - recycling to be 3x compactor charge box size: if example compactor has 6-cy charge box collected weekly, need 18 cubic yards of recyclables (or more) collected weekly (or more frequently)
  - How compliance achieved is up to hauler & customer in terms of container type, size & number
- Recycling containers to be conspicuously labelled & distinguishable from trash containers with weather-resistant signage
- Collection to be frequent enough to support separation of trash & recyclables
- Non-residential customer bills can be itemized to identify trash & recycling services – customers cannot opt of recycling service
- Use of subcontract haulers allowed if all requirements above & hauler licensing requirements are met
- Notification, reporting, record-keeping & auditing – same as PAYT
- Phased implementation verified by hauler reports
  - At least 50% of hauler customers in compliance within 12 months of effective date
  - 100% in compliance within 24 months

### Potential Requirements for Property Managers/Owners & Businesses/Enterprises

- Provide single-stream recycling containers wherever trash containers are located in public-facing common areas (indoors & outdoors)
  - Recyclable containers to be of similar size & placed in an equally convenient location
  - Recyclable containers to be conspicuously labelled & distinguishable from trash containers with durable signage (outdoor containers to have weather-resistant signage)
- Any business enterprise with a liquor license to provide glass-only recycling containers with trash & recycling containers in public-facing common areas (indoors & outdoors)
- Hotels/lodges to provide in-room single-stream recycling bins
  - Hotels/lodges defined as any commercial property with individual units made available for overnight lodging on a short-term basis for a fee but excludes any residential unit rented for same (i.e., STRs)

- Encourage in-unit/in-office single-stream recycling in MFUs, in employee areas & other
- Allow adjacent properties to share curbside service if written agreement plus trash/recyclables collection service contract maintained
- Maintain records of trash/recyclables/glass collection service contracts & invoices to verify code compliance - engage service frequently enough to prevent mixing trash & recyclables
- Include trash, recyclables & glass (hotels/lodges) management in all janitorial contracts
- Provide tenant, occupant & employee training at least annually – within 30 days for new tenants/staff or program changes
- 100% compliance within 24 months of effective date – to be verified by Towns/County

#### EXAMPLE EXEMPTIONS from OTHER COLORADO PAYT PROGRAMS

Self-haulers (in Boulder required to self-certify)	Transporters of recyclables only
Business that occupies <50% of floor area of a residence	Transporters of only liquid waste, discarded appliances, furniture, abandoned vehicles, HHW, etc.
Property owner/agent transporting materials discarded on owner property by tenant	Businesses with service contracts in place prior to policy (limited to length of current contract or 18 months whichever is shorter)
Demolition or construction contractors or landscaping companies	
De minimis generation of recycling materials (e.g., recyclables generation < ¼ trash generation)	Others deemed by gov't (space constraints, public safety, violations of other code, etc.)
Innovation associated with reuse or repurposing	

#### RECYCLABLES ALLOWED BY SUMMIT COUNTY RECYCLING CENTER / REQUIRED IN ALL SINGLE-STREAM COLLECTIONS

	ACCEPTED CURRENTLY
Paper	Cardboard Mail Newsprint Cereal boxes Magazines Catalogs Telephone books Copier paper Printer paper All other paper without wax liners
Metals	Aluminum cans Steel/tin cans
Plastics	Plastic #1 containers (PET) Plastic #2 containers (HDPE) – natural & colored Plastic #4 containers (LDPE) Plastic #5 containers (PP)

*Glass containers & other materials are also accepted separately from commingled recyclables*

## ENCLOSURE REQUIREMENTS BY LOCAL GOVERNMENTS

GOVERNMENT	WILDLIFE RESISTANCE	ENCLOSURES	EQUAL SPACE IN FUTURE DEVELOPMENTS	POTENTIAL FLEXIBILITY WITH URO COMPLIANCE
Summit County	Req'd for T unless same-day setout	3-sided screens only but equal space for T/R	Yes	
Blue River				
Breckenridge	Not req'd for carts if same-day set out Req'd for dumpsters & compactors	4-sided wildlife-resistance Town operates 10 commercial & 8 public enclosures	Practiced but not codified	Permit fee reductions Possibly allow R carts outside enclosures away from downtown area
Dillon		3-sides screens only Town owns 4 commercial enclosure & 3 public enclosures	Practiced but not codified	Possible parking space conversion but not in condo belt along lake Possibly allow R carts outside enclosures
Frisco		4-sided wildlife-resistance with equal space for T/R/O except Central Core	Yes	Parking space conversion allowed in code now Possibly allow R carts outside enclosures
Silverthorne		4-sided enclosures (commercial units to also have roofs)		

*Same-day setout = carts (mostly residential) only set out the morning of the regularly schedule collection day & returned to area protected from wildlife & other nuisances at the end of the same day  
Other potential options may include increased on-street parking allowances*

## EDUCATION TOOLS & RESOURCES POTENTIALLY PROVIDED BY TOWNS/COUNTY

EXAMPLES	COMMENTS
Community -wide campaigns	Why recycle, what happens to recyclables, addressing contamination, changes in materials or processing, etc.
On-going communications	Website, social media, TV, radio
Commercial materials	List of required recyclables, guidelines, signage, training tools, etc.
Technical assistance	E.g., waste composition, recycling programs, right-sizing containers, hauler contracts, employee training, contamination, etc.
Provide partial funding to off-set compliance	Parking adjustments to allow more container/enclosure space - subsidies for collection, internal recycling bins, etc.
On-going waiver/exemption review process	New applications, expiration of temporary waivers, etc.
Enclosure waivers	See table above
Guidance documents	Incl example calculations for recycling container equivalency
In-room recycling bins	For hotels/lodges & other MFU, offices, etc. that choose to provide
Example janitorial contract addressing recycling	
Training tools for MFUs & commercial	



Ptarmigan Fire

# CERTIFICATE OF APPRECIATION



Presented to

**Blue River Police  
Department**



**For their contributions and cooperation  
with the Ptarmigan Fire**

October, 2021

Eric White, Incident Commander  
Upper Colorado River Management Unit

Jaime FitzSimons, Incident Commander  
Summit County Sheriff's Office